CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

2014 Budget

Michael L. Guttman
CITY ADMINISTRATOR

DECEMBER 2013

CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

December 4, 2013

Dear Mayor Pineda and Aldermen:

I hereby present to you the 2014 Fiscal Year Budget for the City of West Chicago, in accordance with Section 2-146 of the West Chicago City Code. The Annual Budget serves as a comprehensive financial plan and strategic guide for our organization. It includes a forecast of anticipated revenues for the coming fiscal year, as well as adopted expenditures that will guide the services provided to our customers, the 27,086 residents and 800+ businesses that call West Chicago their home.

The 2014 Annual Budget totals $43,661,100 which is a decrease of 5.21% as compared to the 2013 Budget, as amended; specifically, the General Fund reflects a decrease of 1.74% as compared to the 2013 Budget, as amended.

Background

The City has a proud history of providing exceptional services to a diverse group of stakeholders. Over the past decade, the diversity of the City has grown and with it, the challenges of meeting the needs and demands of our customers have grown as well. The departments and staff are continuously challenged to address the growth within the City and develop new and innovative ways of delivering the services that our customers expect. Through flexibility, adaptability, the use of technology, innovative staffing methods, and furthering intergovernmental and public/private partnerships, the organization continues to rise to the challenge to become one of the most efficient municipal corporations in the Chicagoland area. In fact, through challenging employees at every level of the organization, the annual budget provides an exceptional service level while living within our means. With few exceptions, the City has been able to provide excellent service with fewer employees and leaner budgets.

Budget Strategy

This budget marks the eleventh year of adhering to the City Council's Budget Policy and implementing a strategy that addresses the structural and cyclical budgetary challenges that were and continue to face the City of West Chicago. This strategy includes five major components:

Reduction in Operating Expenditures

To address the structural problem of rising operating costs coupled with stagnant revenues, the City annually undergoes a target budgeting process to manage the organization's expenditure and revenue patterns. Target Budgeting was initiated to instill budget discipline, establish budgetary priorities, control costs and stabilize finances. Target Budgeting is a modification of zero based budgeting in that it accepts the premise that the City provides certain basic services and attempts to "target funds" for the delivery of those services. Beyond these basic levels, services are discretionary and can be evaluated, prioritized and matched against available revenues. Patterns of services can therefore be modified to meet changing needs without disrupting basic services.

475 Main Street
West Chicago, Illinois
60185

T (630) 293-2200
F (630) 293-3028
www.westchicago.org

Ruben Pineda
MAYOR

Nancy M. Smith
CITY CLERK

Michael L. Guttman
CITY ADMINISTRATOR

Target Budgeting assigns a target goal to each fund based upon its expenditure history and projected revenues as identified in September each year. This year's target for the General Fund was one percent of the initial revenue forecast, which translated into a reduction of expenditures totaling approximately $160,000. The target goal for the enterprise funds was a two percent reduction. The proposed 2014 Budget meets the target goals.

Meet Reserve Requirements
The City has again met its reserve requirement of 35% for the operating funds as detailed in Resolution No. 02-R-0073.

Identification and Implementation of New Revenues
The City Council has directed staff to do what it can to relieve the financial burden on our customers, and following such, there are no new tax, fee or rate increases included in the proposed Budget, other than those that automatically increase per the City Code. As the economy improves, staff will once again focus on the identification and implementation of new revenue sources.

Increased Economic Development Focus
The City's Economic Development Program is designed to increase and diversify the City's sales tax and real estate tax bases, thereby allowing the City to become more self-sufficient, generating revenues from within the City and reducing dependency on outside revenue sources. The importance of our economic development efforts can continue to be realized when looking at our sales tax receipts. Increasing this revenue source has been a primary focus of the organization over the past several years. Mayor Pineda, the Aldermen and staff have devoted a great deal of energy into attracting new sales tax generating businesses, while at the same time, maintaining our existing businesses and helping with their expansion.

Maintain and Improve City Services
The City has a proud history of providing exceptional services. During the implementation of this five-part budgeting strategy, it is imperative that the residents and businesses not experience a reduction in service levels unless absolutely necessary. In fact, through challenging our employees at every level of the organization, the City has been able to improve upon services during this tough economic climate, including finding a not-for-profit agency to assume responsibility for the Pioneer School After-school Program. With few exceptions, the City has been able to provide excellent service with fewer employees and leaner budgets.

We are successful in achieving all of the parameters in the proposed 2014 Budget. The proposed Budget includes a planned spend down of reserves, consistent with the Finance Committee's direction over the last five years, to make it a balanced budget.

Significant Highlights – All Funds

Personnel Changes – The proposed Budget reflects no increase in the total number of full-time employees. The City employs 116 full-time employees and two part-time employees, with a few seasonal positions in the Public Works Department.

Insurance Costs – The City's general liability/workers' compensation insurance costs will decrease in 2014. The premiums will increase for those employees who get their medical insurance via the Operating Engineers Health and Welfare Plan. For the plan year July 2013 through June 2014, the total premium slightly decreased for those employees who participate in the City's plans through IPBC.

Customer Impact – There are no tax, fee or rate increases (other than those that automatically increase per the City Code) and also no service reductions proposed in the 2014 Budget. The property tax levy is proposed to remain the same for the third year in a row.

The following table shows the difference in budgeted amounts between 2013 and 2014 for each of the Funds:

Fund	2013 Budget	2014 Budget	Percent Change
General Fund	$17,098,900	$16,801,000	-1.74%
Capital Equipment Replacement Fund	$869,200	$1,806,600	107.85%
Sewer Fund	$10,548,500	$10,532,400	-0.15%
Water Fund	$10,446,400	$7,307,600	-30.05%
MIS Replacement Fund	$67,700	eliminated	-100.00%
Capital Projects Fund	$5,309,400	$5,438,700	2.44%
Downtown TIF Fund	$1,326,400	$1,521,700	14.72%
Public Benefit Fund	$200,000	$0	-100.00%
Oliver Square TIF Fund	$75,000	$20,000	-73.33%
Commuter Parking Fund	$117,300	$233,100	98.72%
All Funds	$46,058,800	$43,661,100	-5.21%

General Fund

The General Fund is the all-purpose governmental fund that includes the operations of the municipality not accounted for in a separate fund. Most of the expenditures for City services are budgeted and accounted for in this Fund, except for water and sewer expenses. There are four key revenue sources, which account for 70.35% of the total General Fund revenues:

Sales and Use Taxes	25.01%
Property Tax	22.43%
Income Tax	16.35%
Telecommunications Tax	6.54%

The revenues listed above represent the General Fund's primary growth revenues, which traditionally have paid for annual cost increases.

On the expenditure side, in addition to the increased costs of hardware and software maintenance contracts, service contracts, and dispatch services, among others, the following are some additional changes and highlights within the General Fund:

- City Administrator's Office - Staff is proposing to not retain a lobbyist in 2014 ($36,000) because no West Chicago specific legislation has been proposed. Additionally, since

Haggerty Ford is not planning on constructing a body shop at this time, the final sales tax rebate will be made in 2014, after which the City will start keeping all of the sales tax collected.

- Administrative Services Department - Next year is the planned upgrade/replacement of the Camera System at City Hall, Grandlake facility and the police station ($135,300).

- Police Department - There is $16,000 allocated for a proximity card reader system at the Police Station, as the existing one is outdated and there are doors that no longer work. As mentioned earlier, the responsibility for the After-School Program at Pioneer School has been shifted to a not-for-profit agency ($90,000); there is a concurrent decrease in revenue as this Program was grant funded. Finally, the cost to equip three new patrol officers is included, as Officers Cadena, Darlak and Quarto will be retiring in 2014 ($12,600).

- Public Works Department - The Assistant City Engineer position was eliminated in 2013 via attrition, and several of that position's tasks will now be performed by the Thomas Engineering Group (Capital Projects Fund) and other Department staff members. The Department also went through a restructuring that eliminated four middle manager positions and replaced them with field personnel – while there is minimal overall cost impact, it did result in a cost shift between the operational salaries and administrative salaries line items in several Programs within the proposed Budget; also, some salary allocations changed to reflect the responsibilities of the restructured positions.

Water Fund

In 2014, there are no major changes to the operational components of the Water Fund. The primary capital projects that will be undertaken include the completion of Well #12 ($660,000), installing water lines in the W. Brown and W. Pomeroy neighborhood, which will be reimbursed by Tronox/Weston Solutions ($413,400), and finishing the water meter replacement program ($852,000).

Sewer Fund

In 2014, there are two major additions to the operational components of the Sewer Fund. First, per the recommendations of the Clark Dietz Report reviewed by the Infrastructure Committee in 2013, $2,000,000 have been included to repair and upgrade the City's primary lift station (LS #3), and funds have been allocated to analyze and make repairs to the collection system to continue to reduce inflow and infiltration problems per RJN's 2009 Report ($570,000). The primary capital projects include SCADA upgrades to the lift stations ($852,000), design engineering to replace the lift stations behind Burger King and by the Aspen Ridge Apartment Complex ($70,000 each), installing sanitary sewer mains in the W. Brown and W. Pomeroy neighborhood since the roadways will already be excavated to install the water mains ($207,900), and approximately $1,615,000 in planned equipment replacement at the Wastewater Treatment Plant.

Capital Projects Fund
With the ¼ cent home rule sales tax in place to supplement the utility tax monies earmarked for this fund, the 2013 Capital Project Fund Budget includes maintenance of the A. Eugene Rennels Bridge ($400,000), reconstruction of the Streets Division Parking Lot on Grandlake Blvd. ($350,000), resurfacing Forest Avenue ($645,000) and Alta Vista Neighborhood ($1,050,800) as well as the reconstruction of Wood Street, south of Ann Street ($615,500). Finally, a new Curb and Gutter Replacement Program ($60,000) was added per the direction of the Infrastructure Committee. The Infrastructure Committee approved the 2014 Capital Projects Fund Budget and the 2014-2018 CIP at its November meeting.

Commuter Parking Fund
Funds have been allocated to replace the security cameras that monitor the commuter station and parking lots ($70,600) as well as to replace the landscaping and complete parking lot repairs ($75,000).

Downtown TIF Fund
Background work on and environmental remediation for the West Washington Street Redevelopment Area ($540,000) will continue. Also in 2014 and in addition to the inter-fund load currently being repaid, the Downtown TIF Fund will begin to repay the Public Benefit Fund for a portion of the costs of the property purchases made along West Washington Street ($125,000).

Capital Equipment Replacement Fund
This Internal Service Fund draws its revenues from the General, Water and Sewer Funds and the following more expensive pieces of rolling stock are scheduled for replacement in 2014: a "Vactor" sewer cleaning truck ($402,000)[1]; four police vehicles ($171,400); a snow plow truck ($179,900); four utility vans ($175,000); four pick-up trucks that are equipped for plowing ($136,900); and an aerial lift truck ($112,300).

Other Funds
There are no anticipated projects to be paid from the Public Benefit and Oliver Square TIF Funds in 2014.

Closing Remarks
The 2014 Annual Budget and 2014-2018 Capital Improvement Program will serve as a strategic guide for our organization in the coming year. The Annual Budget reflects the service levels expected by our customers, provides dedicated revenues to support our long-term infrastructure and equipment needs, and lives within our financial means. The budget prioritizes core services and administrative functions and reflects one of the leanest and most efficient municipal corporations within the Chicagoland area. West Chicago is diligently striving towards providing the highest quality services at one of the lowest costs. To continue in this tradition, all Departments will be challenged to continually evaluate their work teams and performance as well as benchmark their productivity with comparable communities and outside contractors, where applicable. Our employees continue to be the key to the City's operational and financial success.

[1] Approved by the City Council in 2013 but will be delivered and paid for in 2014.

The Annual Budget is the outcome of a great deal of hard work, dedication and effort of many people. All of the Department Directors and their staff are to be commended for their continued stewardship of the public dollar and assistance in the development of this document.

The support of Mayor Pineda and the Aldermen during this past year as the City continued with our budget strategy was remarkable. You remained supportive of staff, yet continually challenged us to live up to the old adage of "doing more with less". I believe this was achieved throughout the organization. Finally, I would like to thank the senior management team for its tremendous assistance with the budgeting process from preparation through implementation.

Sincerely,

Michael L. Guttman
City Administrator

BUDGET PHILOSOPHY AND POLICY

Serving the public trust requires that the annual budget provide the best possible balance of allocation to meet the varied needs of all citizens. The budget is a principal management tool for the City administration and, in allocating the City's resources, it both reflects and defines the annual work plan. In this context, the budget provides a framework for us to accomplish our mission, which is:

"To assure a safe, cohesive and dynamic community that is responsive to the needs of both citizens and businesses as it strives for continuous improvement."

The budget should also reflect important organization values such as integrity, teamwork, service excellence, personal growth, and innovation.

In addition to balancing allocations to meet community needs and incorporating our mission and values, a successful annual budget preparation process requires excellent communications, citizen outreach, and a commitment to excellence. To this end, the process must be a cooperative effort of the entire City organization.

West Chicago prides itself on being an increasingly progressive community, willing to challenge the status quo and moving toward the "cutting edge". City staff has accepted this challenge by developing the budget within the context of a search for creative solutions for the delivery of City services. The budget will emphasize policy and procedure reviews to improve the productivity and effectiveness of service delivery to citizens and employees. Teamwork and efficiency enhancements will limit the amount of bureaucratic "red tape" required, both between functional areas within the City, and between City staff and our customers. The overriding goals must be to support the high standards set by the community and to provide long-term value at reasonable cost.

The budget will be based upon timely, consistent and clearly articulated policies. It will be realistic and will include adequate resources to meet assigned work programs. Once adopted, within the parameters of policy guidelines, Department Directors will be given full spending authority for their budget(s).

The budget policies of the City are rooted in a history of conservative budgeting practices. They're based on a commitment to provide quality services while maximizing the return for each dollar spent. Revenue sources are diversified as much as possible to avoid the impacts of fluctuations in a particular revenue source. The following is the Budget Policy the City Council has used as a continuing foundation for fiscal discipline:

- Revenues are conservatively projected using historical trends, reasonably expected changes in the coming year, and an analysis of anticipated economic conditions in the region, the state and the nation.

- The General Fund shall have a fund balance equal to at least 25% of revenues; the City should strive to increase this amount to 35%.

- The budget is flexible within each Department. Over expenditures in one line item should be compensated within the Departmental Budget. Each Department may not overspend its total Departmental Budget without prior approval. Department Directors may not exceed the staffing levels approved in the Budget. The City Administrator may authorize transfers within a fund.

- Major capital expenditures not related to either the water or sewer utilities for the next five years will be identified in the Capital Projects Fund Budget. This Budget will be updated on an annual basis. Smaller capital purchases may be included in each Department's operating budget.

- User fees, such as water and sewer charges, will be reviewed annually. This is done to ensure that fees cover costs, if intended to do so, meet debt service requirements, and are affordable.

- Implementation of the Budget will be monitored continuously. Purchase orders will be issued only when adequate funding is available. Based upon experience with higher prices via the bidding process and after receiving direction from the City Council, information technology equipment purchases and maintenance contracts do not have to be bid, so long as multiple written quotes are obtained to show that the price is reasonable.

- All utility taxes from the consumption of gas and electricity shall be deposited in the Capital Projects Fund. Maintenance activities shall be limited within this Fund.

City of West Chicago

GENERAL FUND
PROJECTED REVENUE

01-00		2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected	2016 Projected
311000	Personal Property Repl. Tax	144,979	150,000	145,000	145,000	152,200	159,800
311100	Property Taxes	3,543,995	3,430,000	3,470,000	3,430,000	3,601,500	3,835,600
312000	Sales Tax	3,426,715	3,300,000	3,450,000	3,400,000	3,604,000	3,892,300
313000	Income Tax	2,379,976	2,380,000	2,500,000	2,500,000	2,625,000	2,756,200
314000	Motor Fuel Tax Allotments	819,317	700,000	743,200	650,000	650,000	650,000
316000	Use Tax	427,180	410,000	425,000	425,000	446,200	468,500
321000	Grants	181,072	210,000	176,900	30,000	30,000	30,000
333000	Weed Cutting Fees	1,681	1,000	10,900	2,500	2,500	2,500
335000	Brush Collection Fees	74,427	73,000	75,000	73,000	73,000	73,000
336000	Police Counter	9,112	10,000	10,000	10,000	10,000	10,000
336100	Police Contractual	272,028	275,000	290,000	280,000	285,600	291,400
337000	Cemetery Fees	45,600	25,000	66,600	30,000	30,000	30,000
345000	Building Permits	238,443	250,000	271,700	250,000	300,000	300,000
345100	Land Cash Administration	2,057	1,000	1,600	1,000	1,000	1,000
345200	Change of Occupancy Inspections	86,726	60,000	76,700	60,000	60,000	60,000
345300	Rental Inspection Licensing Fee	170,360	140,000	165,000	150,000	157,500	165,400
345500	False Alarm Fees	-	-	-	-	20,000	20,000
347000	Liquor Licenses	102,663	100,000	100,000	100,000	105,000	110,300
347500	Amusement Tax	116,375	105,000	108,000	105,000	105,000	105,000
348100	Licensing Contractors	43,405	30,000	38,500	35,000	36,800	38,700
348200	Business Registration Program	27,535	25,000	25,000	25,000	25,000	25,000
348000	Business Licenses	83,435	75,000	75,000	75,000	80,000	85,000
351000	Circuit Court Fines	316,337	300,000	300,000	300,000	310,000	330,000
352000	Parking and "P" Tickets	71,495	75,000	60,000	65,000	65,000	65,000
353000	Oversize Truck	17,175	15,000	17,000	15,000	15,000	15,000
354000	Administrative Adjudication Fines	100,464	85,000	85,000	85,000	85,000	85,000
354100	Traffic Signal Enforcement	538,902	350,000	570,500	400,000	400,000	400,000
355000	Police Towing Charges	88,550	100,000	50,000	60,000	60,000	60,000
357000	Seizures	6,212	-	-	-	-	-
361000	Planning and Zoning Review Fees	9,425	20,000	6,000	20,000	20,000	20,000
362000	Engineering Fees	103,974	150,000	90,000	150,000	150,000	150,000
365000	Transfer Station Fees	547,314	545,000	548,000	545,000	545,000	545,000
366000	Telecommunications Tax	1,059,853	1,050,000	950,000	1,000,000	1,000,000	1,000,000
367000	Cable Franchise Fees	227,012	215,000	233,000	230,000	230,000	230,000
371000	Interest	22,450	20,000	9,000	10,000	10,000	10,000
386000	Other Reimbursements	57,642	50,000	63,200	50,000	50,000	50,000
386100	Health Insurance Contributions	168,225	160,000	160,000	160,000	168,000	176,400
386500	IRMA/IPBC Revenue Adjustment	89,625	200,000	200,000	150,000	150,000	150,000
387800	Rental Income	144,280	140,000	175,000	175,000	175,000	175,000
389000	Miscellaneous Revenue	170,114	127,000	125,000	100,000	100,000	100,000
390000	Transfers	50,000	50,000	50,000	-	-	-
	TOTAL	**$15,986,129**	**$15,402,000**	**$15,915,800**	**$15,291,500**	**$15,933,300**	**$16,671,100**

City of West Chicago

GENERAL FUND EXPENDITURES

Department	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected	2016 Projected
City Council	189,055	198,300	173,600	179,800	179,800	179,800
City Administrator's Office	1,472,279	822,900	775,000	583,700	512,300	524,500
Administrative Services	2,474,865	2,900,700	2,511,100	2,797,500	2,789,400	2,966,700
Police	8,825,730	9,239,700	8,970,300	9,280,400	9,462,800	9,902,300
Public Works	2,497,815	2,907,500	2,625,600	2,981,400	3,085,100	3,168,200
Community Development	981,965	1,029,800	1,033,800	978,200	998,400	1,021,200
Total	**$16,441,709**	**$17,098,900**	**$16,089,400**	**$16,801,000**	**$17,027,800**	**$17,762,700**

City of West Chicago

CITY COUNCIL

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Operations	189,055	198,300	173,600	179,800	179,800
TOTAL	**$189,055**	**$198,300**	**$173,600**	**$179,800**	**$179,800**

Performance Report on FYE 2013 Major Program Objectives

In May, the City said good-bye to Aldermen Connelly, Dzierzanowski, Monroe and Radkiewicz, losing a collective 36 years worth of experience, and newly seated Aldermen Grodoski, Earley, Edwalds, Hallett and Banas joined our team. May 1st also marked the first day that the City of West Chicago began operating without an elected Treasurer position, with the Department of Administrative Services staff now being officially responsible for the statutory responsibilities of that position.

The City Council voted to maintain the same property tax levy for the third year in a row, choosing to continue to tow the line with expenses during these tough economic times. Furthermore, no tax or fee increases were adopted in 2013, beyond those that automatically increase per the City Code.

There were two key pieces of legislation adopted by the City Council in 2013. First, to address the rising number of junk wagons in residential areas, a licensing program was adopted. Early success has been observed. Second, adding another tool to its enforcement authority, the City Council adopted an ordinance that provides for injunctive relief for habitual violators of the City Code. Finally, the first full year of implementing the pawn shop and precious metals dealer licensing ordinance is near completion, and to date it is working marvelously – and now the City has only three precious metals dealers in town, down from nine when the program began.

The City Council also approved two contracts with S.B. Friedman and Company to ensure that sufficient background work is done in connection with the Midwest Regional Training Center. The TIF Feasibility Study was completed and the consultant found that the Roosevelt Road corridor, west of the BNSF rail spur, would be eligible for a TIF designation. However, before such designation could be bestowed upon the area, the long narrow parcels would first need to be subdivided in accordance with the Plat Act, a prerequisite because the land is commercially farmed.

The second study, a marketing analysis of this same area, is nearing completion, and its results will advise the City Council on what types of land uses and businesses would do well there, both with and without the Midwest Regional Training Center.

City of West Chicago

CITY COUNCIL

Description of Major Activities

The City Council is comprised of the elected Mayor and fourteen Aldermen, two from each Ward. The Council makes policy decisions necessary to maintain and enhance the health, safety and welfare of citizens and visitors to West Chicago. These decisions include, but are not limited to the following: matters of annexation; tax impact; budgets; letting of contracts; citizens' and others' concerns; acceptance of subdivision improvements; establishment of and variations in housing, subdivision, building, drainage, zoning and traffic codes; and establishment of license fees and other charges. The City Clerk is also included here, and that position is responsible for taking meeting minutes and maintaining the City's records.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Liquor Licenses Issued	34	40	40	40
Block Party Permits	10	15	15	15
Full Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

CITY COUNCIL
Operations

01-01-10

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4010	Aldermen-Salary	24,950	33,600	24,000	33,600	33,600	33,600
4011	Mayor-Salary	15,000	15,000	15,000	15,000	15,000	15,000
4012	Corporation Counsel-Salary	2,875	3,000	3,000	3,000	3,000	3,000
4014	City Clerk-Salary	4,500	4,500	4,500	4,500	4,500	4,500
4015	Deputy City Clerk-Salary	-	400	-	400	400	400
4050	FICA & Medicare	3,401	4,100	3,400	4,100	4,100	4,100
	Sub-Total	**$50,726**	**$60,600**	**$49,900**	**$60,600**	**$60,600**	**$60,600**
CONTRACTUAL:							
4100	Legal Fees	85,255	70,000	60,000	50,000	50,000	50,000
4105	Consultants	622	1,000	-	1,000	1,000	1,000
4110	Training and Tuition	286	3,000	500	3,000	3,000	3,000
4112	Memberships/Dues/Subscriptions	31,455	38,000	38,000	40,000	40,000	40,000
4200	Legal Notices	921	2,000	1,500	1,500	1,500	1,500
4211	Printing and Binding	7,971	10,000	10,000	10,000	10,000	10,000
4223	Legal Reporter Fees	-	500	500	500	500	500
	Sub-Total	**$126,510**	**$124,500**	**$110,500**	**$106,000**	**$106,000**	**$106,000**
COMMODITIES:							
4600	Computer/Office Supplies	192	500	500	500	500	500
4613	Postage	-	200	200	200	200	200
4650	Miscellaneous Commodities	1,519	2,000	2,000	2,000	2,000	2,000
4660	Grants	10,000	10,000	10,000	10,000	10,000	10,000
4720	Other Charges	108	500	500	500	500	500
	Sub-Total	**$11,819**	**$13,200**	**$13,200**	**$13,200**	**$13,200**	**$13,200**
	Total	**$189,055**	**$198,300**	**$173,600**	**$179,800**	**$179,800**	**$179,800**

City of West Chicago

CITY ADMINISTRATOR'S OFFICE

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Administration	211,978	197,800	195,400	202,600	211,600
Special Projects	1,144,110	516,000	486,000	280,000	200,000
Marketing and Communications	116,191	109,100	93,600	101,100	100,700
TOTAL	**$1,472,279**	**$822,900**	**$775,000**	**$583,700**	**$512,300**

City of West Chicago

CITY ADMINISTRATOR'S OFFICE

Performance Report on FYE 2013 Major Program Objectives

In terms of the Kerr McGee/Tronox/Weston Solutions clean-up, the thorium remediation along and in the West Branch of the DuPage River was completed. Only one residential property remains to be cleaned, and the EPA, Weston Solutions and that property owner are working on an arrangement to finish that portion of the Project. The trailers at the REF will soon be demolished, leaving only that area to be remediated. Unfortunately, the federal government did not allocate any funds to the Title X Reimbursement Program, and so this potion of the clean-up is on hold.

The New Elected Officials' Orientation Packet was updated in March, with the last of the newly elected/appointed Aldermen finishing the training in June. The 2011-2013 Priority List expired, and the City Council will soon begin discussing whether or not a community-wide strategic planning process should be used instead of the task lists that have been developed in the past.

In response to the request by Nor-Oaks Court residents that the City begin maintaining their private street, much time was spent with the homeowners defining expectations and determining the best means of accomplishing such, recognizing that the roadway and streetlights are on a parcel for which title is still in the name of a Trust that has since dissolved.

There are two other items of note. The City prevailed in the lawsuit filed by Springbrook Partners in 2011; the company alleged a contract breach because the City seized its collateral once the grocery store closed. Also, after a one-year hiatus due to a lack of volunteers, a re-energized Steering Committee did a fabulous job organizing the 2013 Mexican Independence Day Parade and Festival.

The Marketing/Communications Division successfully implemented two of its 2013 goals, over and above its normal duties outlined in the Strategic Communications Plan, and continues to make progress on the third with the redesigned website projected to launch in the first quarter of 2014. The Cultural Arts Commission undertook a variety of tasks in 2013, including the following: featured artist exhibit with District 33 students; the addition of student representation in the 2014 Banner Art Display; and most notably, the successful negotiation of a new operating structure for the arts initiative currently underway at 200 Main Street and 203 Turner Court (Gallery 200 and Gallery 200/STUDIO) as a division of People Made Visible. Also, the goal of successfully streamlining the procedures and administration of Railroad Days through a new approach and a revised three-year Funding Agreement with the Western DuPage Chamber of Commerce was accomplished.

City of West Chicago

CITY ADMINISTRATOR'S OFFICE
Administration

Description of Major Activities

The City Administrator and staff direct the administration and execution of policies and goals formulated by the City Council and propose alternative solutions to community problems for City Council consideration. These responsibilities include advising the Council on present and future financial, personnel and program needs, implementing immediate and long-range City priorities, establishing administrative procedures which will assist the City in serving its citizens, preparation of the annual budget, and supervision of City department heads. The office also maintains all records of the City and coordinates the completion of the Freedom of Information Act (FOIA) requests.

FYE 2014 Program Objectives

(1) If the City Council is interested, work with a Task Force of Aldermen and the Mayor on a strategic planning process to guide the decision making of the City Council over the mid- and long-term and retain a consultant to facilitate that process by June 2014.

(2) Host either annual or semi-annual meetings with the Aldermen, by Ward, to gain feedback on their residents' thinking regarding City service delivery and programs through December 2014.

(3) Research automated solutions to the agenda preparation and dissemination process by September 2014.

Ongoing Activity Measures	**2012 Actual**	**2013 Estimated**	**2014 Proposed**	**2015 Projected**
Prepare Agendas and Materials for Council Meetings	16	16	16	16
FOIA Requests Processed	533	540	540	540
Full Time Equivalent Positions	**1.00**	**1.00**	**1.00**	**1.00**

CITY ADMINISTRATOR'S OFFICE
Administration

01-02-10

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	148,693	128,100	128,000	131,600	138,200	145,200
4050	FICA & Medicare	8,419	9,800	9,800	10,100	10,600	11,200
4052	ICMA - RC	9,313	8,200	8,400	9,000	9,500	10,000
4056	IMRF	19,164	17,500	17,300	17,800	18,700	19,600
	Sub-Total	**$185,590**	**$163,600**	**$163,500**	**$168,500**	**$177,000**	**$186,000**
CONTRACTUAL:							
4100	Legal Fees	6,467	10,000	5,000	10,000	10,000	10,000
4110	Training and Tuition	2,396	5,000	3,500	5,000	5,000	5,000
4112	Memberships/Dues/Subscriptions	1,762	3,000	2,000	3,000	3,000	3,000
4202	Telephone and Alarms	6,576	6,500	11,500	6,500	6,500	6,500
4300	IRMA General Insurance	5,739	5,200	5,200	5,100	5,600	6,100
	Sub-Total	**$22,940**	**$29,700**	**$27,200**	**$29,600**	**$30,100**	**$30,600**
COMMODITIES:							
4600	Computer/Office Supplies	26	200	400	200	200	200
4607	Gas and Oil	2,975	3,200	3,200	3,200	3,200	3,200
4613	Postage	-	100	100	100	100	100
4720	Other Charges	448	1,000	1,000	1,000	1,000	1,000
	Sub-Total	**$3,448**	**$4,500**	**$4,700**	**$4,500**	**$4,500**	**$4,500**
CAPITAL OUTLAY:							
4812	MIS Replacement	-	-	-	-	-	-
	Sub-Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total	**$211,978**	**$197,800**	**$195,400**	**$202,600**	**$211,600**	**$221,100**

City of West Chicago

CITY ADMINISTRATOR'S OFFICE
Special Projects

Description of Major Activities

This program funds special projects, such as studies associated with a new city hall, the sales tax rebates to Haggerty Ford, Inc. and Volkswagen Group of America, as well as special purchases that come up over the course of the fiscal year.

CITY ADMINISTRATOR'S OFFICE
Special Projects

01-02-07

Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CONTRACTUAL:						
4225 Other Contractual Services	636,195	180,000	150,000	50,000	50,000	50,000
4233 Lobbying Services	36,000	36,000	36,000	-	-	-
4375 Sales Tax Rebate	471,915	300,000	300,000	230,000	150,000	150,000
Sub-Total	**1,144,110**	**516,000**	**486,000**	**280,000**	**200,000**	**200,000**
Total	**$1,144,110**	**$516,000**	**$486,000**	**$280,000**	**$200,000**	**$200,000**

City of West Chicago

CITY ADMINISTRATOR'S OFFICE
Marketing and Communications

Description of Major Activities

All efforts of this Program are directed toward promoting the City by providing strategic and creative guidance to developing and executing marketing/business/ communication plans, devising media strategies and maintaining media relations, creating and overseeing graphic designs, producing news releases and other written materials (including City newsletter), editing various publications, assisting in planning and promoting schedules and helping coordinate/marketing special events. It also oversees the content and design elements of the City website and collects and prepares information for uploading. Public relations and community outreach are also within the domain of the Marketing and Communications Division. Overall emphasis is placed on monitoring and maintaining the City's image and brand as a city "*Where History and Progress Meet*".

FYE 2014 Program Objectives

(1) Provide ongoing in-house content management for City website beginning February 2014.

(2) Market a citywide wellness campaign through December 2014.

(3) Form a Citywide Communications Group to strengthen collaborative marketing efforts by August 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Newsletters Produced	6	6	6	6
Press Releases Prepared	115	120	125	125
E-News Releases Prepared	164	150	150	150
Tweets	295	300	300	300
LED Messages Programmed	279	250	250	250
Full Time Equivalent Positions	**0.50**	**0.50**	**0.50**	**0.50**

CITY ADMINISTRATOR'S OFFICE
Marketing and Communications

01-02-08

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	39,373	40,000	39,700	41,500	43,600	45,800
4050	FICA & Medicare	2,949	3,100	3,000	3,200	3,400	3,600
4056	IMRF	5,076	5,500	5,400	5,600	5,900	6,200
	Sub-Total	**$47,398**	**$48,600**	**$48,100**	**$50,300**	**$52,900**	**$55,600**
CONTRACTUAL:							
4100	Legal	1,368	1,000	-	500	500	500
4107	Print Newsletter	26,031	-	-	-	-	-
4110	Training and Tuition	1,902	2,500	2,500	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	1,015	1,200	1,200	1,500	1,500	1,500
4125	Software Maintenance	453	500	500	500	500	500
4202	Telephone & Alarms	1,132	1,000	700	1,300	1,300	1,300
4204	Electric	485	1,000	1,000	1,000	1,000	1,000
4211	Printing & Binding	1,500	1,000	1,000	1,000	1,000	1,000
4212	Advertising	3,971	8,000	8,000	5,000	5,000	5,000
4225	Other Contractual Services	30,250	40,300	27,000	23,000	20,000	20,000
	Sub-Total	**$68,106**	**$56,500**	**$41,900**	**$36,300**	**$33,300**	**$33,300**
COMMODITIES:							
4600	Computer/Office Supplies	171	500	100	1,500	1,500	1,500
4628	Gallery 200	-	1,000	1,000	6,000	6,000	6,000
4646	Arts Programming Supplies	-	1,500	1,500	6,000	6,000	6,000
4680	Special Events	409	500	500	500	500	500
4700	Prospect Development	108	500	500	500	500	500
	Sub-Total	**$687**	**$4,000**	**$3,600**	**$14,500**	**$14,500**	**$14,500**
CAPITAL OUTLAY:							
4812	MIS Replacement	-	-	-	-	-	-
	Sub-Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total	**$116,191**	**$109,100**	**$93,600**	**$101,100**	**$100,700**	**$103,400**

City of West Chicago

ADMINISTRATIVE SERVICES DEPARTMENT

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Human Resources	1,750,907	1,893,300	1,746,000	1,831,300	1,965,900
Accounting	203,918	216,800	219,800	210,300	212,400
Information Technology	251,819	503,800	266,100	505,800	347,600
GIS	38,582	54,300	51,000	46,200	50,600
Administration	229,638	232,500	228,200	203,900	212,900
TOTAL	**$2,474,865**	**$2,900,700**	**$2,511,100**	**$2,797,500**	**$2,789,400**

City of West Chicago

ADMINISTRATIVE SERVICES DEPARTMENT

Performance Report on FYE 2013 Major Program Objectives

In the area of risk management, the City has historically been recognized as an accredited member in the IRMA Management Assessment Program (IMAP) by exceeding the minimum compliance score of 85% overall for all evaluation categories for each City department. As an accredited member, the City was allowed to conduct a self-evaluation this year in accordance with the three-year IMAP interval, in lieu of undergoing a full IMAP onsite evaluation. The three categories within the program that are evaluated are risk management administration, employment practices and injury and liability prevention, and as part of the evaluation process, a compliance rating is determined for each category that measures an IRMA member's formal and written Risk Management/Safety programs and policies and the level of implementation of those programs and policies. For this year's evaluation, new criteria and recommendations were introduced by IRMA that was included in the evaluation process. The City has received the IMAP report for the 2013 evaluation, and has received a compliance rating of 94% and continued accreditation status.

During the fiscal year 2012 audit process, the City's auditors recommended that a comprehensive capital asset appraisal be performed for all City owned capital assets and infrastructure that exceed the capitalization thresholds. An independent appraisal has not been performed for more than a decade, and with a current appraisal being conducted, the updated inventory and valuation will be used to track all capital assets, maintain current records for insurance purposes and provide documentation of capital assets and real property for financial reporting purposes. Field work by an independent consulting firm was completed late this year that included a detailed review of City records, GIS data, operation and maintenance manuals, interviews and site visits. A final report and listing of assets will be issued by the consulting firm near the end of the year, and will be incorporated as part of the fiscal year 2013 audit.

Over fifty percent of the City's desktop computers have been upgraded to Microsoft Windows 7 operating systems and more than half of the City's servers were migrated to a virtual environment that will allow for centralized server management and a reduction in maintenance costs. Completing the upgrades for the remaining desktop computers and server migration to virtual is projected for fiscal year 2014. In addressing the continued IT expansion, security, speed and growth needs, a new VPN security appliance and new Cisco power over ethernet (PoE) switches were installed. The new installations were necessary as part of the design for the upgrade project to the City's network infrastructure.

City of West Chicago

ADMINISTRATIVE SERVICES DEPARTMENT
Human Resources

Description of Major Activities

All human resources activities are administered and coordinated in compliance with applicable Civil Service ordinance and rules, State and Federal requirements, and Equal Employment Opportunity guidelines. Actions regarding employees of the City are reviewed and approved by the Administrative Services Department/Human Resources Division to ensure compliance with requirements and the provision of equitable treatment. The Division provides ongoing assistance to the operating departments and employees in all areas of employment, including recruitment, selection, position classification, salary administration, promotion, performance evaluation, training, benefit administration, discipline, on-the-job injuries, employee concerns and labor relations.

FYE 2014 Program Objectives

(1) Define minimum standards, objectives and technology for development of a performance management program that aligns resources with strategic organizational objectives and priorities by December 2014.

(2) Update all position job descriptions by September 2014.

(3) Implement strategy that utilizes advancements in Human Resource technology for enhancement of benefits and policy administration by June 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Positions Filled	26	17	10	10
Average Time to Fill Positions (in months)	2	2	2	2
IRMA Insurance Claims Processed	42	20	33	33
Full Time Equivalent Positions	**0.75**	**0.75**	**0.75**	**0.75**

ADMINISTRATIVE SERVICES
Human Resources

01-05-01

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	70,133	71,000	73,400	78,000	81,900	86,000
4050	FICA & Medicare	5,205	5,500	5,600	6,000	6,300	6,600
4053	Health/Dental/Life Insurance	1,617,861	1,729,700	1,606,900	1,691,000	1,809,400	1,936,100
4056	IMRF	9,041	9,700	9,900	10,600	11,100	11,600
	Sub-Total	**$1,702,239**	**$1,815,900**	**$1,695,800**	**$1,785,600**	**$1,908,700**	**$2,040,300**
CONTRACTUAL:							
4100	Legal Fees	29,277	30,000	19,900	20,000	20,000	30,000
4108	Employment Exams	8,253	15,000	13,800	9,000	15,000	9,000
4110	Training and Tuition	-	14,000	-	2,500	2,500	2,500
4112	Memberships and Dues	570	800	800	800	800	800
4202	Telephone and Alarms	1,538	1,500	2,100	2,000	2,000	2,000
4212	Advertising	529	2,700	1,700	1,500	2,000	1,500
	Sub-Total	**$40,167**	**$64,000**	**$38,300**	**$35,800**	**$42,300**	**$45,800**
COMMODITIES:							
4600	Computer/Office Supplies	212	500	400	500	500	500
4650	Miscellaneous Commodities	-	200	-	200	200	200
4674	Safety Budget	3,087	7,000	5,900	3,500	8,500	3,500
4680	Employee Events	5,202	5,700	5,600	5,700	5,700	5,700
	Sub-Total	**$8,501**	**$13,400**	**$11,900**	**$9,900**	**$14,900**	**$9,900**
CAPITAL OUTLAY:							
4812	MIS Replacement	-	-	-	-	-	-
	Sub-Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total	**$1,750,907**	**$1,893,300**	**$1,746,000**	**$1,831,300**	**$1,965,900**	**$2,096,000**

City of West Chicago

ADMINISTRATIVE SERVICES DEPARTMENT
Accounting

Description of Major Activities

Activities performed within the Accounting Division include directing, recording and reporting all financial transactions and operations of the City. Technical support is provided to all departments as well as participation in the formulation and execution of the City's financial policies. The Accounting Division includes payroll processing, utility billing, accounting, collections, financial services, accounts payable and coordination of the annual audit of the City's financial records and internal controls. Internal services include the issuance of invoices on behalf of other City departments for items such as health insurance premiums for retirees and COBRA, legal fees, lot cuttings, damage to City property, police security services, fuel purchases, and deeds to cemetery plots.

FYE 2014 Program Objectives

(1) Conclude input of data into utility billing accounts for new water meter installations, including the creation of work orders and a historical record for all new equipment repairs and replacements by August 2014.

(2) Revise tracking and posting procedures relevant to the accounting of capital assets by integrating results of the independent capital asset appraisal by April 2014.

(3) Complete transition to Neptune ARB software in conjunction with water meter replacement program by December 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Number of receipts processed	45,930	35,000	60,000	85,000
Number of payable checks processed	3,137	3,100	3,200	3,200
Number of payroll checks processed	3,619	3,530	3,500	3,500
Full Time Equivalent Positions	**1.63**	**1.63**	**1.38**	**1.38**

ADMINISTRATIVE SERVICES
Accounting

01-05-02

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	137,489	133,800	137,800	126,100	132,500	139,200
4029	Overtime	-	200	-	200	200	200
4050	FICA & Medicare	10,079	10,300	10,600	9,700	10,200	10,700
4052	ICMA-RC	1,151	1,300	1,200	1,300	1,400	1,500
4056	IMRF	17,724	18,300	18,800	17,100	17,900	18,800
	Sub-Total	**$166,442**	**$163,900**	**$168,400**	**$154,400**	**$162,200**	**$170,400**
CONTRACTUAL:							
4101	Auditing Fees	16,380	18,200	18,000	19,500	21,000	19,500
4108	Employment Exams	-	100	-	100	100	100
4110	Training and Tuition	380	2,300	-	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	225	500	400	500	500	500
4125	Software Maintenance	8,798	10,400	9,000	9,300	10,700	11,000
4202	Telephone and Alarms	1,700	2,400	3,900	3,100	3,100	3,100
4225	Other Contractual Services	1,700	12,000	12,000	12,100	3,500	3,500
4300	IRMA General Insurance	-	-	-	-	-	-
4425	Hardware Maintenance	-	200	-	-	-	-
	Sub-Total	**$29,183**	**$46,100**	**$43,300**	**$47,100**	**$41,400**	**$40,200**
COMMODITIES:							
4600	Computer/Office Supplies	254	500	300	500	500	500
4650	Miscellaneous Commodities	16	300	100	300	300	300
4702	Bank Fees	8,023	6,000	7,700	8,000	8,000	8,000
	Sub-Total	**$8,293**	**$6,800**	**$8,100**	**$8,800**	**$8,800**	**$8,800**
CAPITAL OUTLAY:							
4812	MIS Replacement	-	-	-	-	-	-
	Sub-Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total	**$203,918**	**$216,800**	**$219,800**	**$210,300**	**$212,400**	**$219,400**

City of West Chicago

ADMINISTRATIVE SERVICES DEPARTMENT
Information Technology

Description of Major Activities

The main purpose of the Information Technology (IT) Division is to provide services that satisfy the City's information needs effectively. As part of the service, it has the authority and responsibility for review, control and improvement in such technology areas as office automation, communications, microcomputers, telephone, video and monitoring devices and network administration. The IT element has the responsibility for a Long-Range Plan that commits to resources and a stable direction for the future. Finally, IT also keeps abreast of state-of-the-art developments in information technology.

FYE 2014 Program Objectives

(1) Assess and install a City-wide integrated security camera system that incorporates increased visual and recording capabilities with current technology by June 2014.

(2) Expand the City's virtual environment to centralize the management of servers for onsite and offsite controls and to consolidate the number of servers by November 2014.

(3) Design and upgrade the audio and visual system located in the City Council chambers and meeting rooms with a digitally interfaced system by February 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Number of help desk calls annually	1,286	1,400	1,500	1,600
Full Time Equivalent Positions	**0.50**	**0.50**	**0.50**	**0.50**

ADMINISTRATIVE SERVICES
Information Technology

01-05-03

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	55,520	53,300	54,800	56,600	59,500	62,500
4050	FICA & Medicare	4,242	4,100	4,200	4,400	4,600	4,800
4056	IMRF	7,157	7,300	7,400	7,700	8,100	8,500
	Sub-Total	**$66,919**	**$64,700**	**$66,400**	**$68,700**	**$72,200**	**$75,800**
CONTRACTUAL:							
4104	Data Processing	-	-	-	-	-	-
4105	Consultants	1,813	2,700	1,700	3,000	3,000	3,000
4109	Network Charges	11,605	13,600	12,600	13,600	13,600	13,600
4110	Training and Tuition	1,725	2,500	300	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	132	400	-	400	400	400
4125	Software Maintenance	17,611	52,700	37,900	53,500	77,200	77,200
4202	Telephone and Alarms	1,484	1,500	2,700	2,800	2,800	2,800
4225	Other Contractual Services	71,260	150,800	58,800	72,800	22,600	22,600
4424	Telephone Maintenance & Repair	-	400	-	-	-	-
4425	Hardware Maintenance	17,760	36,200	14,000	29,200	46,900	51,600
	Sub-Total	**$123,391**	**$260,800**	**$128,000**	**$177,800**	**$169,000**	**$173,700**
COMMODITIES:							
4600	Computer/Office Supplies	2,263	7,500	1,600	5,300	4,700	4,700
	Sub-Total	**$2,263**	**$7,500**	**$1,600**	**$5,300**	**$4,700**	**$4,700**
CAPITAL OUTLAY:							
4806	Other Capital Outlay	59,248	129,000	38,000	180,500	40,000	50,000
4812	MIS Replacement	-	41,800	32,100	73,500	61,700	74,700
	Sub-Total	**$59,248**	**$170,800**	**$70,100**	**$254,000**	**$101,700**	**$124,700**
	Total	**$251,819**	**$503,800**	**$266,100**	**$505,800**	**$347,600**	**$378,900**

City of West Chicago

ADMINISTRATIVE SERVICES DEPARTMENT
Geographic Information System

Description of Major Activities

The main purpose of the Geographic Information System (GIS) Division is to provide geographic data and technology that will facilitate daily department tasks. In addition to the creation and management of geographic datasets, user training is conducted by the GIS Coordinator to assist City staff with the system. Documentation of existing data, hardware, and software is maintained by the GIS Coordinator and posted to the City website where applicable. The management and implementation of all long-term projects and research and development of future projects is also the responsibility of the GIS Coordinator.

FYE 2014 Program Objectives

(1) Install latest version of desktop and server based ESRI software, inclusive of ArcServer and ArcMap programs by March 2014.

(2) Research and beta test cloud based ArcGIS Online software to identify customized GIS data and applications that will expand the benefits available to users by July 2014.

(3) Create new GIS documents for the Sidewalk Maintenance Program to aid in analyzing, querying and identifying sidewalk segments eligible for replacement by May 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Number of special map/data requests	210	220	230	240
Full Time Equivalent Positions	**0.25**	**0.25**	**0.25**	**0.25**

ADMINISTRATIVE SERVICES
Geographic Information System

01-05-04

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	20,054	22,400	21,400	23,000	24,200	25,500
4050	FICA & Medicare	1,534	1,800	1,700	1,800	1,900	2,000
4056	IMRF	2,584	3,100	2,900	3,200	3,300	3,500
	Sub-Total	**$24,172**	**$27,300**	**$26,000**	**$28,000**	**$29,400**	**$31,000**
CONTRACTUAL:							
4110	Training and Tuition	2,468	2,500	1,800	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	50	300	200	100	100	100
4125	Software Maintenance	9,290	9,800	9,300	11,100	11,800	11,800
4425	Hardware Maintenance	-	2,300	2,300	400	2,700	400
	Sub-Total	**$11,808**	**$14,900**	**$13,600**	**$14,100**	**$17,100**	**$14,800**
COMMODITIES:							
4600	Computer/Office Supplies	1,082	4,000	3,500	4,000	4,000	4,000
4607	Gas and Oil	20	100	100	100	100	100
	Sub-Total	**$1,102**	**$4,100**	**$3,600**	**$4,100**	**$4,100**	**$4,100**
CAPITAL OUTLAY:							
4806	Other Capital Outlay	1,500	8,000	7,800	-	-	-
4812	MIS Replacement	-	-	-	-	-	-
	Sub-Total	**$1,500**	**$8,000**	**$7,800**	**$0**	**$0**	**$0**
	Total	**$38,582**	**$54,300**	**$51,000**	**$46,200**	**$50,600**	**$49,900**

City of West Chicago

ADMINISTRATIVE SERVICES DEPARTMENT
Administration

Description of Major Activities

The Administration Division is responsible for the City's central finance and accounting functions, human resources, information technology, GIS and risk management. Duties include providing technical support and assistance to other departments and divisions to facilitate the completion of tasks, as well as participation in the formulation and execution of the City's financial policies. Responsibilities include the administration of a cash management and investment program, issuance and monitoring of debt, preparation of the annual tax levies, annual financial reporting as required by law and the maintenance to and all upgrades of the City's financial software system.

FYE 2014 Program Objectives

(1) Coordinate and collaborate with Groot to implement monthly process that coincides with the City's monthly process for termination of water service that applies to customers with aged outstanding balances for utility services and refuse pick-up services by July 2014.

(2) Audit and document all applications and software programs that are installed on City owned electronic devices and computers, and identify applications and software products that are subject to removal due to obsolescence or outside of the scope of departmental operations by October 2014.

(3) Solicit proposals, analyze costs and select provider for renewal of contracts related to non-mobile call and usage rate plans, call features, phone line charges and circuit charges by April 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Liens and MOJ's Filed	121	185	200	200
Number of Counter Customers	15,000	11,700	20,000	28,500
Number of Telephone Calls	38,000	40,000	39,000	38,500
Number of Service Requests	152	140	150	150
Full Time Equivalent Positions	**1.63**	**1.63**	**1.25**	**1.25**

ADMINISTRATIVE SERVICES
Administration

01-05-10

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4013	City Treasurer - Salary	4,500	1,500	1,500	-	-	-
4020	Administrative - Salary	163,111	158,000	162,300	136,400	143,300	150,500
4029	Overtime	-	100	-	100	100	100
4050	FICA & Medicare	11,273	12,300	10,800	10,500	11,000	11,600
4052	ICMA-RC	4,604	4,900	4,700	5,000	5,300	5,600
4056	IMRF	21,027	21,600	22,100	18,500	19,400	20,400
	Sub-Total	**$204,515**	**$198,400**	**$201,400**	**$170,500**	**$179,100**	**$188,200**
CONTRACTUAL:							
4100	Legal Fees	1,433	1,000	500	1,000	1,000	1,000
4110	Training & Tuition	430	2,500	-	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	1,350	1,500	1,200	1,500	1,500	1,500
4202	Telephone and Alarms	1,144	1,200	1,500	700	600	600
4225	Other Contractual Services	500	2,200	2,200	2,500	2,500	2,500
4300	IRMA General Insurance	5,739	5,800	5,200	5,100	5,600	6,100
4501	Postage Meter Rental	1,461	1,600	1,400	1,700	1,700	1,700
4502	Copier Rental	3,817	4,100	3,800	4,600	4,600	4,600
	Sub-Total	**$15,873**	**$19,900**	**$15,800**	**$19,600**	**$20,000**	**$20,500**
COMMODITIES:							
4600	Office Supplies	3,932	6,000	5,200	6,000	6,000	6,000
4613	Postage	5,264	7,800	5,100	7,300	7,300	7,300
4650	Miscellaneous Commodities	-	300	100	300	300	300
4720	Other Charges	54	100	600	200	200	200
	Sub-Total	**$9,250**	**$14,200**	**$11,000**	**$13,800**	**$13,800**	**$13,800**
CAPITAL OUTLAY:							
4812	MIS Replacement	-	-	-	-	-	-
	Sub-Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total	**$229,638**	**$232,500**	**$228,200**	**$203,900**	**$212,900**	**$222,500**

City of West Chicago

POLICE DEPARTMENT

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Operations	8,636,861	8,995,300	8,788,600	9,230,500	9,421,400
ESDA	6,057	20,600	15,600	17,600	14,400
Grants	182,812	223,800	166,100	32,300	27,000
TOTAL	**$8,825,730**	**$9,239,700**	**$8,970,300**	**$9,280,400**	**$9,462,800**

Performance Report on FYE 2013 Major Program Objectives

The Department purchased a number of new software programs this past year to improve on tracking of evidence/property and training.

The Crime Fighter Beast Police Property Inventory System was installed. The program is a completely integrated product which allows the officers to electronically track property/evidence from collection to disposition. The program also provides detailed administrative reports detailing chain of custody, item location, and status. Training was provided to all personnel in its use as well as proper evidence packaging and submission procedures.

The L.E.A. Data Technologies Training Database was also installed, which provides an automated system to track and manage all training. Department personnel are able to track all of the training, classes, seminars and courses that any employee has attended or participated in as well as schedule, monitor and track any type of training, classes or certifications that need to be updated or renewed.

Staff is currently working on a Volunteer Program and plan to have it completed and ready for implementation by the beginning of 2014. The Program would be for citizens who wish to volunteer their time as a non-sworn, non-paid member of the Department. These Volunteers do not have any authority or duties that would allow them to act as peace officers.

The Storm Ready Certification requirements have been completed and an application for the certification has been sent to the National Weather Service. Training Standards are still being developed by the Emergency Management Coordinators Association of DuPage (EMCAD) and should be completed in 2014.

In 2013 we received a Traffic Grant for DUI and Safety Belt Enforcement. All grant requirements were met and the City successfully completed the grant in September 2013. We were also awarded a new traffic grant for 2014. The new grant period is from October 2013 through September 2014.

The City still needs to obtain an additional VHF frequency to implement a "Citywide" channel repeater and staff is working with DuComm to identify such. This project will be completed during the 2014 calendar year.

City of West Chicago

POLICE DEPARTMENT
Operations

Description of Major Activities

Operations is made up of the Administration, Investigation and Patrol Divisions. The Administration Division is responsible for record keeping, and providing Social Services as well as community outreach. The Investigation Division is responsible for follow up criminal investigations, proactive criminal investigations, undercover operations, crime prevention, evidence warehousing, school resource/liaison, and crime analysis functions. The Patrol Division is responsible for responding to calls for service, conducting proactive/preventative patrols, traffic education, enforcement and traffic crash investigations.

FYE 2014 Program Objectives

(1) Evaluate the Community Service Officer Position to include staffing levels, assignments and hours of work to ensure that they are being efficiently used by May 2014.

(2) Re-evaluate the beat structure for the Department to ensure equitable workload and implement changes, if required, by July 2014.

(3) Revise Department portion of website with new and up-to-date information on all programs by April 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Drug Arrests	113	129	145	165
Domestic Disturbances	216	174	140	105
Auto Crashes	926	863	845	825
DUI Arrests	90	72	55	30
Traffic Citations	6,640	7,219	7,685	8,150
Self-Initiated Activity	20,724	20,261	19,655	19,055
Calls for Service	11,306	10,644	10,355	10,065
Total Activity	38,509	38,614	38,680	38,750
Index I Crime	379	338	315	290
Animal Complaints	78	75	75	70
Full Time Equivalent Positions	**57.00**	**57.00**	**56.00**	**56.00**

POLICE
Operations

01-06-13

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	961,483	931,800	956,000	965,000	934,500	981,300
4022	Patrolmen - Salary	3,179,874	3,325,400	3,248,800	3,446,000	3,539,600	3,716,600
4023	Sergeants - Salary	640,511	656,400	645,600	674,800	708,600	744,100
4025	CSO - Salary	129,594	103,300	102,000	109,500	115,000	120,800
4026	Contract Services - Salary	15,340	20,000	16,500	15,000	15,000	15,000
4029	Administrative Overtime	-	1,000	-	500	500	500
4032	Officer Overtime	413,957	418,700	398,400	427,100	435,700	444,500
4035	CSO Overtime	836	1,000	1,500	1,500	1,500	1,500
4050	FICA & Medicare	394,459	417,600	409,400	431,500	440,000	460,900
4051	Police Pension	1,380,000	1,380,000	1,380,000	1,380,000	1,449,000	1,521,500
4054	Unemployment Insurance	9,226	-	-	-	-	-
4056	IMRF	62,020	56,000	56,000	57,900	60,800	63,900
	Sub-Total	**$7,187,299**	**$7,311,200**	**$7,214,200**	**$7,508,800**	**$7,700,200**	**$8,070,600**
CONTRACTUAL:							
4100	Legal Fees	127,418	140,000	110,000	138,200	138,200	138,200
4110	Training and Tuition	21,430	32,000	20,000	27,400	20,000	20,000
4111	Mileage & Travel	827	5,000	2,200	4,100	4,100	4,100
4112	Memberships/Dues/Subscriptions	7,754	10,500	8,800	10,000	10,000	10,000
4125	Software Maintenance	25,950	38,100	25,000	31,200	30,300	30,300
4202	Telephone and Alarms	36,932	19,000	55,200	40,000	40,000	40,000
4211	Printing and Binding	4,869	5,000	2,000	5,000	3,500	3,500
4216	Grounds Maintenance	640	2,500	2,500	2,500	2,500	2,500
4221	DuComm Quarterly	447,304	497,500	469,700	493,500	508,400	523,700
4225	Other Contractual Services	54,985	58,300	46,000	66,100	66,100	66,100
4230	Graffiti Removal-Contractual	13,574	13,500	4,000	13,500	13,500	13,500
4231	Reception Support	107,734	100,000	94,000	103,000	103,000	103,000
4232	Crossing Guards	35,072	35,700	35,700	36,500	36,500	36,500
4300	IRMA General Insurance	306,054	278,000	278,000	272,000	293,800	317,400
4301	Other Insurance	18,132	15,000	10,000	15,000	15,000	15,000
4423	Radio Equipment Maint. and Repair	14,650	20,000	24,000	20,000	20,000	20,000
4425	Hardware Maintenance	10,495	14,300	13,300	13,400	14,400	14,400
4501	Postage Meter Rental	842	900	900	1,000	1,000	1,000
4502	Copier Fees	8,972	9,000	9,000	11,000	11,000	11,000
	Sub-Total	**$1,243,635**	**$1,294,300**	**$1,210,300**	**$1,303,400**	**$1,331,300**	**$1,370,200**
COMMODITIES:							
4600	Computer/Office Supplies	2,656	4,500	4,700	5,000	3,900	3,900
4601	Field Equipment	9,035	10,000	6,000	6,000	5,900	5,900
4607	Gas and Oil	121,883	123,000	112,000	123,000	123,000	123,000
4613	Postage	3,114	7,000	3,000	7,000	7,000	7,000
4615	Uniforms and Safety Equipment	28,438	35,000	32,000	40,000	26,700	26,700
4616	Vehicle License Fees	788	1,000	1,000	1,700	1,300	1,300
4617	First Aid Supplies	1,036	1,300	800	3,000	1,300	1,300
4618	Ammunition and Firearms	21,034	25,000	21,000	29,100	25,600	25,600
4627	Educational Programs	7,449	6,000	7,000	3,000	3,000	3,000
4629	CERT Supplies	-	5,000	3,000	5,000	5,000	5,000
4650	Miscellaneous Commodities	8,168	8,000	12,000	8,900	8,000	8,000
	Sub-Total	**$203,601**	**$225,800**	**$202,500**	**$231,700**	**$210,700**	**$210,700**
CAPITAL OUTLAY:							
4804	Vehicles	-	133,300	133,300	170,600	179,200	189,400
4805	Communication Equipment	2,326	3,200	1,000	-	-	-
4806	Other Capital Outlay	-	27,500	27,300	16,000	-	-
4812	MIS Replacement	-	-	-	-	-	-
	Sub-Total	**$2,326**	**$164,000**	**$161,600**	**$186,600**	**$179,200**	**$189,400**
	Total	**$8,636,861**	**$8,995,300**	**$8,788,600**	**$9,230,500**	**$9,421,400**	**$9,840,900**

City of West Chicago

POLICE DEPARTMENT
Emergency Services and Disaster Agency (ESDA)

Description of Major Activities

In accordance with the Illinois Emergency Management Act of January 1992, the West Chicago Emergency Services and Disaster Agency (ESDA) exists to prevent, minimize, repair, and alleviate injury or damage resulting from disaster caused by enemy attack, sabotage, or other hostile action, or from natural or man-made disasters. Its primary function continues to be one of support/relief for the West Chicago Police Department. Typically ESDA provides assistance at major traffic accidents, protects evidence at crime scenes, and protects the public and property in the event of weather-related damage.

ESDA volunteers are trained to spot potentially hazardous weather, which may affect the City or western DuPage County. It is part of a multi-county network of weather spotters, providing first-hand information to the DuPage County Office of Emergency Management. This information is used for countywide severe weather alerts, and is passed on to the National Weather Service. Storm spotting also enables ESDA to provide warnings of potentially dangerous weather conditions to the residents of West Chicago. All members of ESDA are required to maintain certification as Severe Weather Spotters.

Since 1991, ESDA has maintained an Outdoor Warning Siren System to warn residents of approaching tornados, major emergencies, or the possible threat of an attack on the United States. The current siren system contains seven sirens. With the new telemetry system in place, all sirens are "growl tested" weekly. Sirens are fully tested by DuComm on the first Tuesday of each month. The full test consists of a three-minute steady tone. The growl test activates each siren for approximately one second, and is used to verify that all key components in the siren system are operational.

FYE 2014 Program Objectives

(1) Adopt training standards based on the Emergency Management Coordinators Association of DuPage (EMCAD) recommendations and model standards by June 2014.

(2) Obtain an additional VHF frequency and make "Citywide" radio channel repeater operational by November 2014.

POLICE

Emergency Services and Disaster Agency (ESDA)

01-06-14

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CONTRACTUAL:							
4110	Training and Tuition	165	500	500	500	500	500
4202	Telephone and Alarms	1,000	1,000	2,000	1,000	1,000	1,000
4225	Other Contractual Services	3,237	3,500	1,500	3,500	3,500	3,500
4429	Radio Repair	-	800	800	800	800	800
	Sub-Total	**$4,402**	**$5,800**	**$4,800**	**$5,800**	**$5,800**	**$5,800**
COMMODITIES:							
4600	Computer/Office Supplies	-	100	100	100	100	100
4604	Tools & Equipment	304	500	100	500	500	500
4607	Gas and Oil	728	1,000	1,000	1,000	1,000	1,000
4615	Uniforms& Safety Equipment	583	7,000	3,600	4,000	800	800
4650	Miscellaneous Commodities	40	500	300	500	500	500
	Sub-Total	**$1,654**	**$9,100**	**$5,100**	**$6,100**	**$2,900**	**$2,900**
CAPITAL OUTLAY:							
4804	Vehicles	-	5,700	5,700	5,700	5,700	5,700
4806	Other Capital Outlay	-	-	-	-	-	20,000
	Sub-Total	**$0**	**$5,700**	**$5,700**	**5,700**	**5,700**	**25,700**
	Total	**$6,057**	**$20,600**	**$15,600**	**$17,600**	**$14,400**	**$34,400**

City of West Chicago

POLICE DEPARTMENT
Grants

Description of Major Activities

The West Chicago Police Department applies for a number of grants each year. Those grants pay for personnel costs associated with the grant and/or new equipment. This year we are anticipating on receiving the following grants: Sustained Traffic Enforcement Program (STEP) (speeding autos, Impaired Drivers, Roadside Safety Checks), Bulletproof Vest Partnership Program (BVP), and "Kids Can't Buy'em Here" Tobacco Enforcement Program. Revenue for each of these grants fluctuates annually. Expenditures reflected in the expense summary are based on probable revenue, not guaranteed revenue each year.

FYE 2014 Program Objectives

(1) Meet the grant requirements for the Traffic Grant for 2014 and submit an application for 2015 by April 2014.

(2) Research new grant opportunities for the Midwest Regional Training Center and other initiatives by November 2014.

POLICE
Grants

01-06-16

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	127,446	159,400	111,000	-	-	-
4032	Officer Overtime	24,347	23,200	18,000	30,000	25,000	25,000
4050	FICA & Medicare	11,585	14,000	9,900	2,300	2,000	2,000
4056	IMRF	10,069	20,500	14,300	-	-	-
	Sub-Total	**$173,448**	**$217,100**	**$153,200**	**$32,300**	**$27,000**	**$27,000**
CONTRACTUAL:							
4202	Telephone and Alarms	5,251	3,100	3,100	-	-	-
4225	Other Contractual Services	1,644	900	5,600	-	-	-
4502	Copier Rental	522	700	300	-	-	-
	Sub-Total	**$7,417**	**$4,700**	**$9,000**	**$0**	**$0**	**$0**
COMMODITIES:							
4600	Office Supplies	785	1,000	1,000	-	-	-
4650	Miscellaneous Commodities	1,162	1,000	2,900	-	-	-
	Sub-Total	**$1,947**	**$2,000**	**$3,900**	**$0**	**$0**	**$0**
	Total	**$182,812**	**$223,800**	**$166,100**	**$32,300**	**$27,000**	**$27,000**

City of West Chicago

PUBLIC WORKS DEPARTMENT

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Administration	252,859	210,000	182,700	165,100	165,100
Municipal Properties	290,000	284,700	303,200	284,900	292,300
Forestry	77,165	88,400	73,400	87,000	92,100
Cemeteries	66,080	82,600	74,000	82,600	86,400
Road and Bridge	770,700	1,073,300	988,200	1,152,700	1,231,100
Maintenance Garage	300,390	285,400	243,700	295,300	295,900
Motor Fuel Tax	740,621	883,100	760,400	913,800	922,200
TOTAL	**$2,497,815**	**$2,907,500**	**$2,625,600**	**$2,981,400**	**$3,085,100**

PUBLIC WORKS DEPARTMENT

Performance Report on FYE 2013 Major Program Objectives

In 2013, Engineering Division and Administrative staff were responsible for construction oversight and facilitating completion of the FY2013 Resurfacing Program, the Great Western Bike Path Project, the North Factory Street Reconstruction Project, the Fremont Street Parking Lot Project, and the Illinois Route 38 Utility Relocation Project. Staff also spent significant time on preparation and administration of many of the City's other annual capital improvement replacement projects including the Crack Sealing and Sidewalk Replacement Programs, and finalizing the Quiet Zone Corridor along the CN Railroad through West Chicago. Staff also completed utility permit reviews and assisted the Community Development Department with private development project inspections, punchlists, close-outs, and project acceptances. In addition, staff applied for Community Development Block Grant (CDBG) monies through the DuPage County Community Development Commission, and grant monies through the Illinois Department of Commerce and Economic Opportunity (DCEO).

The Facility Management Division staff continued inspecting, servicing, and maintaining all municipal buildings, all City street lights, and all City-owned properties. Other planned projects including landscape, irrigation, and signage improvements at City Hall; parking lot seal coating of municipal properties and completing a citywide street light inventory were not completed, but will be a priority for 2014.

Forestry Program objectives focused on the management of the Emerald Ash Borer (EAB). The third year of a City-wide seven-year Ash tree EAB insecticidal treatment program was completed in July. Contractual brush pick-up was satisfactorily completed during 2013 by Kramer Tree Specialists. Removal of EAB-infested Ash trees was also completed.

Maintenance Garage, Cemetery, and Motor Fuel Tax Program objectives were also substantially completed, with the exception of the seal coating of the roads in Glen Oak Cemetery, which was delayed until 2014.

Objectives outlined in Public Works Administration and Road & Bridge Programs were not completed and are identified as priorities in 2014.

City of West Chicago

PUBLIC WORKS DEPARTMENT
Administration

Description of Major Activities

General public works department overhead expenses are charged to this program, in addition to the solid waste subsidy approved by the City Council in 2006. In 2009, the Kerr McGee oversight expenses were added to this program.

FYE 2014 Program Objectives

(1) Procure the second year Municipal Electrical Aggregation bids and present to City Council for acceptance by April 2014.

(2) Re-evaluate and update the five-year street improvement program priority list and present to Infrastructure Committee for concurrence by November 2014.

(3) Accept the public improvements associated with St. Andrews Estates Subdivision, Pioneer Prairie Subdivision, Prairie Meadows Subdivision, Pioneer Park Improvements, Shoppes of West Chicago (191 W. North Ave.), Gateway Center 1 & 2 (515 & 540 Main St.), Educare (851 Pearl Road), District 33 Middle School Expansion, and Johnny Glen Williams Subdivision.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Grant Program Applications Submitted	2	3	2	2
Stormwater Permits Issued	22	12	25	25
Acceptance of Public Improvements	6	1	10	10
Full Time Equivalent Positions	**0.13**	**0.13**	**0.00**	**0.00**

PUBLIC WORKS
Administration

01-09-10

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	54,063	13,800	3,600	-	-	-
4029	Overtime	164	500	-	-	-	-
4050	FICA & Medicare	3,802	1,100	300	-	-	-
4056	IMRF	6,978	2,000	500	-	-	-
	Sub-Total	**$65,007**	**$17,400**	**$4,400**	**$0**	**$0**	**$0**
CONTRACTUAL:							
4100	Legal Fees	21,650	21,000	13,100	1,000	1,000	1,000
4110	Training and Tuition	1,430	1,500	1,000	1,000	1,000	1,000
4112	Memberships/Dues/Subscriptions	255	700	700	700	700	700
4202	Telephone and Alarms	6,000	6,000	7,700	3,000	3,000	3,000
4224	Other Contractual Services	3,903	5,000	-	5,000	5,000	5,000
4365	Payments to Taxing Bodies	150,031	150,000	150,000	150,000	150,000	150,000
	Sub-Total	**$183,268**	**$184,200**	**$172,500**	**$160,700**	**$160,700**	**$160,700**
COMMODITIES:							
4600	Computer/Office Supplies	3,319	2,500	2,000	2,500	2,500	2,500
4607	Gas and Oil	890	1,500	500	1,000	1,000	1,000
4613	Postage	17	100	100	100	100	100
4615	Uniforms& Safety Equipment	130	500	300	300	300	300
4650	Miscellaneous Commodities	228	1,000	100	500	500	500
	Sub-Total	**$4,584**	**$5,600**	**$3,000**	**$4,400**	**$4,400**	**$4,400**
4804	Vehicles	-	2,800	2,800	-	-	-
	Sub-Total	**$0**	**$2,800**	**$2,800**	**$0**	**$0**	**$0**
	Total	**$252,859**	**$210,000**	**$182,700**	**$165,100**	**$165,100**	**$165,100**

City of West Chicago

PUBLIC WORKS DEPARTMENT
MUNICIPAL PROPERTIES

Description of Major Activities

The maintenance of all City facilities is performed under the direction of the Public Works Department. The employees' main responsibilities are the daily upkeep and repair of City Hall, Museum, Police Station, Fleet Maintenance Garage, Water Treatment Plant, Utility Facilities, and the Streets Facility. Buildings and grounds maintenance includes limited painting, light electrical and plumbing repairs, replacement of worn-out parts and other general construction, repair and maintenance work. Major maintenance and repair work is performed by independent contractors, as is the janitorial cleaning of the municipal buildings.

FYE 2014 Program Objectives

(1) Replace irrigation system, identification sign, and landscaping at City Hall by October 2014.

(2) Inspect, assess, inventory, and log all street lights throughout the City by November 2014.

(3) Procure services to seal coat and re-stripe the City Hall parking lot and the Police Station parking lot by November 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Building Safety Inspections	12	12	12	12
Daily Building Inspections	250	250	250	250
Tunnel Inspections	250	110	180	250
Full Time Equivalent Positions	**1.19**	**1.19**	**0.94**	**0.94**

PUBLIC WORKS
Municipal Properties

01-09-21

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	3,677	21,000	20,600	42,000	44,100	46,400
4027	Operational - Salary	81,409	61,000	60,300	32,000	33,600	35,300
4029	Overtime	4,113	5,000	3,000	5,000	5,000	5,000
4050	FICA & Medicare	6,714	5,100	6,500	6,100	6,400	6,700
4056	IMRF	11,498	9,000	11,400	10,700	11,200	11,700
	Sub-Total	**$107,410**	**$101,100**	**$101,800**	**$95,800**	**$100,300**	**$105,100**
CONTRACTUAL:							
4202	Telephone and Alarms	5,388	6,000	8,900	6,000	6,000	6,000
4203	Heating Gas	1,004	6,000	5,000	2,000	2,000	2,000
4204	Electric	1,784	1,000	2,000	2,000	2,000	2,000
4216	Grounds Maintenance	495	2,500	1,500	2,500	2,700	2,900
4219	Contract Janitorial Service	47,200	50,200	50,200	51,800	52,800	54,400
4225	Other Contractual Services	38,797	40,000	40,000	40,000	40,000	40,000
4300	IRMA General Insurance	22,954	20,800	20,800	20,400	22,100	23,900
4301	Other Insurance	5,000	3,000	15,200	3,000	3,000	3,000
	Sub-Total	**$122,622**	**$129,500**	**$143,600**	**$127,700**	**$130,600**	**$134,200**
COMMODITIES:							
4607	Gas and Oil	6,976	7,500	5,800	7,000	7,000	7,000
4615	Uniforms & Safety Equipment	774	1,600	2,000	1,600	1,600	1,600
4650	Miscellaneous Commodities	52,218	45,000	50,000	50,000	50,000	50,000
	Sub-Total	**$59,968**	**$54,100**	**$57,800**	**$58,600**	**$58,600**	**$58,600**
CAPITAL OUTLAY:							
4804	Vehicles	-	-	-	2,800	2,800	2,800
	Sub-Total	**$0**	**$0**	**$0**	**$2,800**	**$2,800**	**$2,800**
	Total	**$290,000**	**$284,700**	**$303,200**	**$284,900**	**$292,300**	**$300,700**

City of West Chicago

PUBLIC WORKS DEPARTMENT
FORESTRY

Description of Major Activities

The three services included in this program are: brush collection, emergency tree removals/trimming from storm damage, and hornet nest removals. Each of these programs is handled by an independent contractor and administered by various staff in the Streets Division. The system of removing brush with a mechanized loader and chipping the brush at the contractor's site has resulted in faster brush removal. Completion time is typically less than one week, with no chipping debris left on the streets. The contractual Brush Collection Program is administered over a seven month period (May thru November), with brush collection commencing the first full week of each month.

FYE 2014 Program Objectives

(1) Monitor parkway Ash Trees for continued signs of Emerald Ash Borer infestation, maintain accurate records, update inventory, and update members of the Infrastructure Committee on success of 2013 insecticidal treatment program by August 2014.

(2) Complete removals of all EAB infested Ash Trees that are not being treated with insecticide by July 2014.

(3) Complete fourth year of EAB insecticidal treatment program by July 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Emergency Tree Removals	378	3	6	6
Ash Tree Removals Due to EAB Damage	454	45	92	45
Average Time to Complete Brush Collection (Days)	4	4	5	5
Hornet Nest Removals	2	4	5	5

PUBLIC WORKS
Forestry

01-09-22

Expense Item		Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CONTRACTUAL:							
4200	Legal Notices	-	-	-	-	100	100
4214	Brush Pickup	63,000	66,400	66,400	70,000	75,000	80,000
4225	Other Contractual Services	12,290	20,000	5,000	15,000	15,000	15,000
	Sub-Total	**$75,290**	**$86,400**	**$71,400**	**$85,000**	**$90,100**	**$95,100**
COMMODITIES:							
4604	Tools and Equipment	1,875	2,000	2,000	2,000	2,000	2,000
	Sub-Total	**$1,875**	**$2,000**	**$2,000**	**$2,000**	**$2,000**	**$2,000**
	Total	**$77,165**	**$88,400**	**$73,400**	**$87,000**	**$92,100**	**$97,100**

City of West Chicago

PUBLIC WORKS DEPARTMENT
CEMETERIES

Description of Major Activities

The Public Works Department administers and oversees the activities of the two City-owned cemeteries (Glen Oak and Oakwood) that includes the sale of grave sites, interments, ground maintenance activities, records and reports through an independent contractor performing the duties of Cemetery Sexton.

FYE 2014 Program Objectives

(1) Restore road edges and damaged areas of turf caused by plowing operations, grade and add gravel to Oakwood Cemetery prior to August 2014.

(2) Seal coat roads in Glen Oak Cemetery by August 2014.

(3) Develop a map of the two City-owned cemeteries delineating all lots or plots, blocks, sections, avenues, walks, alleys, and paths by December 2014.

(4) Create and maintain an index that associates the identity of every deceased person interred, entombed, or inurned with their respective place of internment, entombment, or inurnment as identified on and corresponds with the cemetery map by December 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Mowings	29	26	26	26
Seal Coat Roads	0	0	1	0
Weed/Crabgrass Control Applications	3	3	3	3
Interments	30	30	40	40

PUBLIC WORKS
Cemeteries

01-09-23

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CONTRACTUAL:							
4209	Interments	19,300	26,300	21,000	26,300	27,700	29,100
4216	Grounds Maintenance	40,480	47,300	44,000	47,300	49,700	52,200
4217	Cemetery Sexton	6,000	6,000	6,000	6,000	6,000	6,000
4225	Other Contractual Services	300	3,000	3,000	3,000	3,000	3,000
	Sub-Total	**$66,080**	**$82,600**	**$74,000**	**$82,600**	**$86,400**	**$90,300**
	Total	**$66,080**	**$82,600**	**$74,000**	**$82,600**	**$86,400**	**$90,300**

City of West Chicago

PUBLIC WORKS DEPARTMENT
ROAD & BRIDGE

Description of Major Activities

Street Division activities not listed elsewhere as their own program are included in the Road and Bridge Program. Examples of these activities include: sign work, mowing, parkway cleanup, tree trimming/removals, sidewalk repairs, parkway restorations and landscaping, alley work, shoulder gravel, special events, and most service requests.

FYE 2014 Program Objectives

(1) Reconstruct parking lot at the Street Division facility, 135 W. Grandlake Boulevard, by September 2014.

(2) Procure services to inspect, assess, inventory, and log all parkway signs throughout the City for compliance with 2009 MUTCD and FHWA mandated signage upgrade requirements by November 2014.

(3) Procure construction services for a comprehensive Bridge Maintenance Program on the A. Eugene Rennels (Wilson Street) Bridge by September 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Special Events Handled	4	5	5	5
Service Requests Fulfilled	225	325	250	250
Mowing Operations Completed	71	65	70	70
Full Time Equivalent Positions	**6.69**	**6.69**	**7.75**	**7.75**

PUBLIC WORKS
Road & Bridge

01-09-24

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	66,819	57,800	41,300	112,100	117,800	123,700
4027	Operational - Salary	393,344	371,100	336,300	379,100	398,100	418,100
4029	Overtime	29,240	40,000	27,400	28,000	28,000	28,000
4050	FICA & Medicare	37,090	35,900	31,000	39,800	41,700	43,600
4054	Unemployment Insurance	593	-	-	-	-	-
4056	IMRF	63,070	63,900	54,600	70,000	73,400	76,900
	Sub-Total	**$590,156**	**$568,700**	**$490,600**	**$629,000**	**$659,000**	**$690,300**
CONTRACTUAL:							
4108	Pre-Employment Exams	642	700	1,000	700	700	700
4110	Training and Tuition	1,028	1,000	300	1,000	1,000	1,000
4112	Memberships/Dues/Subscriptions	358	300	400	300	300	300
4202	Telephone and Alarms	6,000	6,000	8,700	6,000	6,000	6,000
4225	Other Contractual Services	4,249	4,000	1,300	4,000	4,000	4,000
4300	IRMA General Insurance	49,734	45,300	45,800	44,200	47,800	51,700
4301	Other Insurance	8,912	8,000	8,000	8,000	8,000	8,000
	Sub-Total	**$70,923**	**$65,300**	**$65,500**	**$64,200**	**$67,800**	**$71,700**
COMMODITIES:							
4600	Computer/Office Supplies	1,933	2,000	2,500	2,000	2,000	2,000
4603	Parts for Vehicles	65	-	-	-	-	-
4604	Tools and Equipment	6,109	5,500	5,500	5,500	5,500	5,500
4607	Gas and Oil	66,635	70,000	64,300	70,000	70,000	70,000
4612	Parts - Plows and Spreaders	16,042	25,000	18,000	-	-	-
4615	Uniforms & Safety Equipment	3,654	5,000	5,000	5,000	5,000	5,000
4650	Miscellaneous Commodities	15,184	15,000	20,000	15,000	15,000	15,000
	Sub-Total	**$109,621**	**$122,500**	**$115,300**	**$97,500**	**$97,500**	**$97,500**
CAPITAL OUTLAY:							
4804	Vehicles	-	316,800	316,800	362,000	406,800	412,100
	Sub-Total	**$0**	**$316,800**	**$316,800**	**$362,000**	**$406,800**	**$412,100**
	Total	**$770,700**	**$1,073,300**	**$988,200**	**$1,152,700**	**$1,231,100**	**$1,271,600**

City of West Chicago

PUBLIC WORKS DEPARTMENT
MAINTENANCE GARAGE

Description of Major Activities

The mission of the municipal garage is to institute and continuously improve its preventative maintenance program which minimizes the occurrence of costly emergency vehicle, truck and equipment breakdowns, and prevents prolonged fleet downtime, thereby maintaining the timely delivery of municipal services to City residents. User departments are considered consumers of fleet maintenance services and charged a user fee based on their historical usage pattern to fund capital equipment purchases, depreciation expenses and general overhead (see Capital Equipment Replacement Fund).

FYE 2014 Program Objectives

(1) Inspect and assess the condition of each vehicle and piece of equipment within the municipal fleet and update the Capital Equipment Replacement Schedule by November 2014.

(2) Complete all required safety lane inspections by December 2014.

(3) During off seasons (i.e., winter for mowing and forestry equipment, summer for snow plowing equipment), inspect all equipment, including small engine equipment, and complete needed repairs prior to start of 2014 seasonal needs (i.e., prior to May 2014 for mowing and forestry equipment, and prior to November 2014 for snow plowing equipment).

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Preventative Maintenance Evaluations	128	140	150	150
Vehicle & Equipment Repairs Completed	548	484	600	600
Safety Lane Inspections	81	82	85	85
Full Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

PUBLIC WORKS
Maintenance Garage

01-09-25

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CONTRACTUAL:							
4202	Telephone and Alarms	2,625	3,000	2,200	3,000	3,000	3,000
4225	Other Contractual Services	141,600	134,400	131,900	132,000	132,000	145,200
4300	IRMA General Insurance	7,651	7,000	7,000	6,800	7,400	8,000
4400	Vehicle Repair	36,187	45,500	15,000	40,000	40,000	40,000
	Sub-Total	**$188,063**	**$189,900**	**$156,100**	**$181,800**	**$182,400**	**$196,200**
COMMODITIES:							
4603	Parts for Vehicles	98,575	75,000	78,000	100,000	100,000	100,000
4604	Tools and Equipment	1,037	10,000	4,000	5,000	5,000	5,000
4607	Gas and Oil	3,816	2,500	2,100	2,500	2,500	2,500
4650	Miscellaneous Commodities	8,899	8,000	3,500	6,000	6,000	6,000
	Sub-Total	**$112,326**	**$95,500**	**$87,600**	**$113,500**	**$113,500**	**$113,500**
	Total	**$300,390**	**$285,400**	**$243,700**	**$295,300**	**$295,900**	**$309,700**

City of West Chicago

PUBLIC WORKS DEPARTMENT
MOTOR FUEL TAX

Description of Major Activities

Right-of-way maintenance operations not listed elsewhere as their own program are included in the Motor Fuel Tax Program. Examples of these activities include: snow plowing, street sweeping, pavement patching, storm sewer maintenance, street light and traffic signal maintenance, and street striping.

FYE 2014 Program Objectives

(1) Complete all pavement re-striping within all school zones by August 2014.

(2) Continue storm structure and sewer line cleaning as part of a seven-year cleaning cycle, tracking progress, compliance and effectiveness through December 2014.

(3) Track and record all pothole patching operations, documenting locations, dates patched, material used, personnel, manhours, and equipment through December 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
# of Snow Operation Call-outs	11	20	25	25
# of Days Street Sweeping Operations Performed	185	176	180	180
Cubic Yards of Debris Swept Up	2,455	3,044	3,200	3,200
# of Days Spent Performing Street Overlays/Pothole Patching	65	60	50	50
Full Time Equivalent Positions	**2.56**	**2.56**	**2.94**	**2.94**

PUBLIC WORKS
Motor Fuel Tax

01-09-26

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	-	-	-	33,000	34,700	36,500
4027	Operational - Salary	125,961	154,200	142,000	147,700	155,100	162,900
4029	Overtime	9,141	11,000	10,500	10,000	10,000	10,000
4050	FICA & Medicare	10,336	12,700	11,700	14,600	12,700	13,300
4054	Unemployment Insurance	202	-	-	-	-	-
4056	IMRF	17,424	22,500	20,600	25,800	27,000	28,300
	Sub-Total	**163,064**	**200,400**	**184,800**	**231,100**	**239,500**	**251,000**
CONTRACTUAL:							
4204	Electric	123,732	130,000	112,200	130,000	130,000	130,000
4210	Refuse Disposal	23,242	30,000	30,000	30,000	30,000	30,000
4225	Other Contractual	141,893	134,400	132,000	134,400	134,400	134,400
4226	Traffic Signal Maintenance	23,222	25,000	15,000	25,000	25,000	25,000
4227	Street Light Maintenance	17,947	18,000	13,000	18,000	18,000	18,000
4412	Street Light Materials	13,634	15,000	17,000	15,000	15,000	15,000
	Sub-Total	**$343,669**	**$352,400**	**$319,200**	**$352,400**	**$352,400**	**$352,400**
COMMODITIES:							
4609	Street Patch Materials	180	300	-	300	300	300
4610	Street Paint	1,783	2,000	2,000	2,000	2,000	2,000
4611	Ice Control Materials	5,600	20,000	20,000	20,000	20,000	20,000
4639	Parts-Mains	5,670	5,000	6,400	5,000	5,000	5,000
4670	Rock Salt	171,721	250,000	175,000	250,000	250,000	250,000
4671	Bit Patch - Cold	3,418	8,000	8,000	8,000	8,000	8,000
4672	Bit Patch - Hot	45,516	45,000	45,000	45,000	45,000	45,000
	Sub-Total	**$233,887**	**$330,300**	**$256,400**	**$330,300**	**$330,300**	**$330,300**
	Total	**$740,621**	**$883,100**	**$760,400**	**$913,800**	**$922,200**	**$933,700**

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Planning, Engineering & Economic Dev.	273,622	318,200	305,100	302,200	316,500
Building & Code Enforcement	524,666	580,700	584,300	554,900	559,500
Museum	183,677	130,900	144,400	121,100	122,400
TOTAL	**$981,965**	**$1,029,800**	**$1,033,800**	**$978,200**	**$998,400**

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT

Performance Report on FYE 2013 Major Program Objectives

To date in 2013, over 50 businesses and real estate investors were contacted to encourage West Chicago locations, including 24 industrial and 27 retail/commercial customers. Contacts and leads ranged from individuals interested in new small start up commercial businesses to potential multi-million dollar projects in excess of 350,000 square feet.

Monthly business retention visits were conducted during 2013, including contacts with major businesses Ball Horticultural and Jel Sert. Outreach was also undertaken with businesses such as Mineral Masters and Fox Valley Volkswagen, and will continue for the balance of 2013 and for the foreseeable future. In general, the industrial businesses in the community are satisfied with being in West Chicago due to their location, access and transportation and workforce availability.

Revisions to the City Code for slope requirements and stormwater management were not completed in 2013 due to a change in priorities, consisting of clearing the backlog of plan reviews.

Staff implemented a simplified occupancy permit/property transfer process in February 2013 which included flat fee amounts for residential and non-residential properties.

The Department did not complete a written document of policies and procedures for the Rental Residential Inspection, and will revisit that in the future.

The Department completed digitizing eligible permit files by October 2013, which eliminated a previous shortage of storage space; this will continue on a periodic basis.

In Museum operations, the backlog and 75% inventory completion should be achieved by the end of the year. The Museum staff have completed the goal of enhanced library offerings and volunteer researcher utilization. They will have completed the goal of providing a new first floor exhibit and six new programs by the end of the year.

Finally the building inspectors were issued laptop computers to increase operational efficiencies and allow them to spend more time in the field.

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT
Planning, Engineering & Economic Development

Description of Major Activities

This Program is responsible for development within the City of West Chicago, and includes business attraction and retention, short and long range planning, historic preservation, and engineering. As part of this program, staff also recommends revisions to the comprehensive plan, zoning and subdivision regulations, and the City Code to help improve the quality of development within the City and stay competitive with other communities by improving standards and clarifying the process. Staff guides developers through the review process by conducting weekly development review meetings, explaining code requirements, reviewing plan submittals and proactively contacting developers to discuss issues that may arise.

FYE 2014 Program Objectives

(1) Contact a minimum of 40 businesses and real estate investors as a business attraction effort to encourage West Chicago locations through December 2014.

(2) Conduct monthly visits to local businesses as a business retention effort through December 2014.

(3) Complete update to City zoning regulations, including crafting a new Elm Road zoning classification, by May 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Review Plan Commission Applications	13	12	15	20
Review Commercial and Industrial Building Permit Applications	298	275	280	300
Certificates of Appropriateness Reviewed	33	25	25	25
Meetings with Potential Developers	24	40	40	35
Review Residential Permit Applications (new homes)	4	4	8	20
Full Time Equivalent Positions	**2.50**	**2.50**	**2.50**	**2.50**

COMMUNITY DEVELOPMENT
Planning, Engineering & Economic Development

01-10-28

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4016	Commissions - Salary	570	1,200	500	800	800	800
4020	Administrative - Salary	194,328	222,100	215,000	221,400	232,500	244,200
4029	Overtime	-	500	-	-	-	-
4050	FICA & Medicare	14,252	17,200	16,500	17,000	17,900	18,800
4056	IMRF	24,973	30,300	29,000	29,900	31,400	33,000
	Sub-Total	**$234,123**	**$271,300**	**$261,000**	**$269,100**	**$282,600**	**$296,800**
CONTRACTUAL:							
4100	Legal Fees	15,180	25,000	25,000	10,000	10,000	10,000
4110	Training and Tuition	-	3,000	1,600	5,000	5,000	5,000
4112	Memberships/Dues/Subscriptions	570	1,500	1,000	1,800	1,800	1,800
4125	Software Maintenance	2,946	3,700	3,600	2,500	2,900	3,000
4200	Legal Notices	1,242	2,000	800	2,000	2,000	2,000
4202	Telephone and Alarms	2,600	3,000	3,600	3,000	3,000	3,000
4211	Printing & Binding	135	300	200	300	300	300
4223	Legal Reporter Fees	3,085	3,000	4,000	3,000	3,000	3,500
4225	Other Contractual Services	8,570	-	-	-	-	-
4300	IRMA General Insurance	2,525	2,400	2,400	2,400	2,600	2,900
	Sub-Total	**$36,853**	**$43,900**	**$42,200**	**$30,000**	**$30,600**	**$31,500**
COMMODITIES:							
4600	Computer/Office Supplies	598	500	700	700	700	700
4613	Postage	-	200	100	300	300	300
4602	Maps and Plats	1,173	500	400	500	500	500
4700	Prospect Development	876	1,500	600	1,500	1,500	1,500
4720	Other Charges	-	300	100	100	300	300
	Sub-Total	**$2,647**	**$3,000**	**$1,900**	**$3,100**	**$3,300**	**$3,300**
CAPITAL OUTLAY:							
4812	MIS Replacement	-	-	-	-	-	-
	Sub-Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total	**$273,622**	**$318,200**	**$305,100**	**$302,200**	**$316,500**	**$331,600**

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT
Building & Code Enforcement

Description of Major Activities

The Building and Code Enforcement Program includes reviewing all building permit applications; conducting building, change of occupancy, overcrowding and rental inspections; investigating code violation complaints and proactively pursuing property maintenance violations by conducting routine inspections throughout the community. The code enforcement function includes issuing correction notices, inspecting for compliance, issuing "P" tickets for minor offenses, issuing Notice to Appear citations into the City's Administrative Adjudication process for more severe cases and tracking the status of all violations, citations, liens and fines. Staff also tracks temporary occupancy permits, letters of intent, letters of credit and stormwater deposits to ensure that construction is completed. Staff also proposes local amendments to the adopted national codes to improve the safety, image and appearance of the community.

FYE 2014 Program Objectives

(1) Implement Code Enforcement Public Relations Program by December 2014.

(2) Complete standardization in appearance and format of all Department-related permit applications and handouts by December 2014.

(3) Digitize eligible building permit files by December 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Building Permit Applications	1,181	875	880	900
Change of Occupancy Inspections	755	550	550	550
Overcrowding Investigations	59	45	40	35
Rental Inspections	1,304	1,180	1,100	1,100
Full Time Equivalent Positions	**1.00**	**1.00**	**1.00**	**1.00**

COMMUNITY DEVELOPMENT
Building & Code Enforcement

01-10-29

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	56,266	81,900	82,000	84,000	88,200	92,700
4029	Overtime	-	500	-	500	500	500
4050	FICA & Medicare	4,226	6,400	6,300	6,500	6,800	7,200
4056	IMRF	7,261	11,300	11,100	11,400	12,000	12,600
	Sub-Total	**$67,753**	**$100,100**	**$99,400**	**$102,400**	**$107,500**	**$113,000**
CONTRACTUAL:							
4100	Legal Fees	34,454	50,000	50,000	30,000	30,000	30,000
4110	Training and Tuition	500	4,000	1,100	3,000	4,000	4,000
4112	Memberships/Dues/Subscriptions	285	500	400	500	500	500
4113	Enforcement and Inspections	297,000	307,000	307,000	307,000	316,000	316,000
4115	Bond/Deposit Refunds	6,550	-	3,500	-	-	-
4120	Plan Review	54,021	50,000	58,000	55,000	55,000	55,000
4125	Software Maintenance	6,254	9,700	9,700	6,600	7,600	7,800
4200	Legal Notices	-	200	100	200	200	200
4202	Telephone and Alarms	5,660	5,500	7,500	5,500	5,500	5,500
4205	Weed Cutting	3,187	8,000	11,000	8,000	8,000	8,000
4211	Printing and Binding	1,866	2,000	1,400	2,000	2,000	2,000
4222	Filing Fees	3,487	5,000	4,300	5,000	5,000	5,000
4224	Microfiching	-	8,000	7,700	4,000	4,000	4,000
4225	Other Contractual Services	4,027	15,000	9,000	12,000	-	-
4300	IRMA General Insurance	2,601	2,400	2,400	2,400	2,900	3,200
4301	Other Insurance	5,000	-	2,500	-	-	-
	Sub-Total	**$424,891**	**$467,300**	**$475,600**	**$441,200**	**$440,700**	**$441,200**
COMMODITIES:							
4600	Office Supplies	1,474	1,000	900	1,000	1,000	1,000
4607	Gas and Oil	1,285	3,000	1,700	3,000	3,000	3,000
4613	Postage	5	300	100	300	300	300
4615	Uniforms & Safety Equipment	-	300	100	300	300	300
4650	Miscellaneous Commodities	890	1,000	1,000	1,000	1,000	1,000
4720	Other Charges	5	300	100	300	300	300
	Sub-Total	**$3,659**	**$5,900**	**$3,900**	**$5,900**	**$5,900**	**$5,900**
CAPITAL OUTLAY:							
4802	Office Equipment	-	3,000	1,000	1,000	1,000	1,000
4804	Vehicles	-	4,400	4,400	4,400	4,400	5,800
4876	CN Mitigation	28,363	-	-	-	-	-
	Sub-Total	**$28,363**	**$7,400**	**$5,400**	**$5,400**	**$5,400**	**$6,800**
	Total	**$524,666**	**$580,700**	**$584,300**	**$554,900**	**$559,500**	**$566,900**

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT
Museum

Description of Major Activities

The Museum functions as an educational facility as well as a cultural resource center for the community by promoting the City and its rich history through a variety of outreach programs, changing exhibits, tours, publications and special events. These opportunities are designed for a wide range of audiences. The Museum also collects, stores and conserves two and three-dimensional artifacts representing the collective history of this community and its residents. It maintains extensive local history research files and reference library for use by the community.

FYE 2014 Program Objectives

(1) Enhance Research Library offerings and utilize volunteer researchers to provide more in depth services through a new research center by December 2014.

(2) Design and install three new exhibits on the first floor of the Museum; update second floor semi-permanent exhibit space; and secure space for two additional local history displays in the community by December 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Program & Museum Attendance	3,200	3,300	3,800	4,000
Information Requests	80	110	115	120
Volunteer Hours	750	1,500	1,600	1,800
Donations Received	35	25	40	40
Exhibits/Programs/Events	40	40	50	60
Full Time Equivalent Positions	**2.00**	**0.00**	**0.00**	**0.00**

COMMUNITY DEVELOPMENT
MUSEUM

01-10-30

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	61,161	8,000	17,000	-	-	-
4050	FICA & Medicare	4,614	700	1,400	-	-	-
4056	IMRF	7,876	1,100	2,300	-	-	-
	Sub-Total	**$73,651**	**$9,800**	**$20,700**	**$0**	**$0**	**$0**
CONTRACTUAL:							
4202	Telephone and Alarms	3,000	3,000	5,600	3,000	3,000	3,000
4225	Other Contractrual Services	18,710	35,100	35,100	35,100	36,200	36,200
4300	IRMA General Insurance	2,525	2,400	2,400	2,400	2,600	2,900
4502	Copier Lease	331	600	600	600	600	600
	Sub-Total	**$24,566**	**$41,100**	**$43,700**	**$41,100**	**$42,400**	**$42,700**
COMMODITIES:							
4680	Special Events	80,000	80,000	80,000	80,000	80,000	80,000
4720	Other Charges	5,460	-	-	-	-	-
	Sub-Total	**$85,460**	**$80,000**	**$80,000**	**$80,000**	**$80,000**	**$80,000**
	Total	**$183,677**	**$130,900**	**$144,400**	**$121,100**	**$122,400**	**$122,700**

City of West Chicago

CAPITAL EQUIPMENT REPLACEMENT FUND
PROJECTED REVENUE

04-00		2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
371000	Interest	1450	3,000	500	500	500
387500	Asset Sales	19932	0	0	0	0
389000	Miscellaneous	10190	0	11,400	0	0
390000	Transfers In	0	780,200	780,200	788,000	870,900
	TOTAL	**$31,572**	**$783,200**	**$792,100**	**$788,500**	**$871,400**

-Page Intentionally Left Blank-

City of West Chicago

CAPITAL EQUIPMENT REPLACEMENT FUND

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Operations	320,166	869,200	324,200	1,806,600	1,467,200
TOTAL	**$320,166**	**$869,200**	**$324,200**	**$1,806,600**	**$1,467,200**

City of West Chicago

CAPITAL EQUIPMENT REPLACEMENT FUND

Performance Report on FYE 2013 Major Program Objectives

An updated ten-year vehicle and equipment purchase plan was developed during the year. All vehicles were identified and evaluated as to current condition and useful life expectancy. During the budgeting process, staff identified vehicles, which were no longer serviceable. Needed, budgeted vehicles and equipment were replaced either through the bidding process or participation in the State of Illinois Joint Purchasing Program or the Suburban Purchasing Cooperative (SPC) Joint Purchasing Program. Surplus vehicles were sold through the DuPage Mayors and Managers public auctions or trade in. The ten-year plan will receive annual scrutiny so that the City can more closely schedule major vehicle replacements in relation to available resources.

City of West Chicago

CAPITAL EQUIPMENT REPLACEMENT FUND

Description of Major Activities

These elements provide for the scheduled replacement of existing vehicles and equipment for all City departments. Funds for the replacement come from annual depreciation contributions charged to the department to which the vehicle or equipment is assigned.

FYE 2014 Program Objectives

(1) Purchase vehicles and/or equipment in accordance with City policies on the replacement plan by December 2014.

(2) Dispose of surplus vehicles and equipment through sale, trade or auction by December 2014.

(3) Update the ten-year vehicle and equipment purchase plan by December 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Vehicles and Equipment Replaced/Purchased	6	15	32	17

CAPITAL EQUIPMENT REPLACEMENT FUND
OPERATIONS

04-34-39

Expense Item		Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CAPITAL OUTLAY:							
4804 Vehicles		320,166	869,200	324,200	1,806,600	1,467,200	541,000
	Sub-Total	**$320,166**	**$869,200**	**$324,200**	**$1,806,600**	**$1,467,200**	**$541,000**
	Total	**$320,166**	**$869,200**	**$324,200**	**$1,806,600**	**$1,467,200**	**$541,000**

City of West Chicago

SEWER FUND
Projected Revenue

05-00		2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
311000	Property Tax	11,671	11,000	11,700	11,000	11,000
331000	Sewer Services	5,452,929	5,000,000	5,000,000	5,300,000	5,300,000
342000	Sewer Connection Fees	36,320	25,000	45,600	25,000	25,000
364000	Recapture Fees	3355	0	500	0	0
371000	Interest	5,679	5,000	4,000	5,000	5,000
386000	Other Reimbursements	4,754	207,900	261,700	0	0
386100	Health Insurance Contributions	40,196	38,000	28,500	38,000	38,000
394001	Asset Transfer	133,702	0	0	0	0
	TOTAL	**$5,688,606**	**$5,286,900**	**$5,352,000**	**$5,379,000**	**$5,379,000**

-Page Intentionally Left Blank-

City of West Chicago

SEWER FUND

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
SSA #2	10,193	16,600	12,400	13,700	14,400
Wastewater Treatment	3,164,607	2,854,300	2,755,900	2,687,200	2,742,800
Sanitary Collection	3,427,726	5,456,700	2,683,900	6,011,400	3,610,500
Equipment Replacement	0	2,220,900	1,869,100	1,820,100	1,851,500
TOTAL	**$6,602,526**	**$10,548,500**	**$7,321,300**	**$10,532,400**	**$8,219,200**

SEWER FUND

Performance Report on FYE 2013 Major Program Objectives

The Wastewater Treatment Plant (WWTP) treated a total of 1.70 billion gallons (a monthly average of 4.66 MGD) in 2012 with nearly 2.05 billion gallons (a monthly average of 5.62 MGD) estimated for 2013. Seventeen excursions of the City's National Pollutant Discharge Elimination System (NPDES) permit were reported in 2012 with 47 permit excursion estimated for 2013. As a result of the Pre-Treatment Program, the City issued five industrial user violation notices in 2012 with 13 violation notices estimated for 2013. Jel Sert was incorporated into the City's Industrial Pre-Treatment Program.

In August 2013, OMI conducted its annual Risk-Based Condition Assessment of all processes at the WWTP. After re-rating each process, OMI re-evaluated and revised its long-term capital improvement plan which will be used to replace/upgrade critical operational equipment at the WWTP over the next ten years. The City's Sewer Use Ordinance, Chapter 18 of the City Code, has been reviewed and evaluated, but staff did not complete the task of compiling Code amendments for consideration by the City Council. This will remain a priority for 2014.

Repairs/upgrades to the Anaerobic Digester #2 were completed in 2013 and the third anaerobic digester, known as Anaerobic Digester #1, was also cleaned. The flights and chains within Primary Clarifier Tank #1 were replaced in 2013, with the remaining two Primary Clarifiers scheduled to have their flights and chains replaced over the next two years. The two solids dewatering belt presses were replaced in 2013, and the dissolved air flotation thickener unit was also replaced with a gravity belt thickener. No additional roofs at the WWTP were replaced in 2013, but this program will resume in 2014.

Design-build engineering services were procured in 2013 for needed SCADA system repairs/upgrades at all sanitary lift stations. Equipment and components were manufactured in 2013 and upgrades/installations commenced in December 2013. The SCADA system upgrade project will be completed in 2014. Engineering design services for upgrades to Lift Station #3 were completed in November 2013 and the project is scheduled to be bid in December 2013, with construction being a priority in 2014. Replacement of the WWTP SCADA system was reprioritized to 2015.

Inflow and infiltration (I&I) reduction efforts continued in 2013 and will continue over the next several years. Contractual services for needed I&I repairs/upgrades to the sanitary collection system tributary to Lift Stations #5, 7, 9 and 12 were completed in 2013, as was an I&I evaluation of the older gravity flow sanitary collection system northeast of the downtown area. The data collected will then be used to develop a cost effective correction plan for implementation in 2014.

City of West Chicago

SPECIAL SERVICE AREA #2

Description of Major Activities

Personnel from the Utility Division are responsible for the operation, maintenance and repair of the pumping facility. The pumps receive preventative maintenance and repairs as needed throughout the year. The station was constructed in 1984, the pumps were overhauled in 1998, and no service interruptions have occurred during the budget period.

FYE 2014 PROGRAM OBJECTIVES

(1) Clean and inspect the storm sewer and overland drainage conveyance system to the pumping facility weekly during the months of May through November, monthly December through April.

(2) Perform weekly preventative maintenance operations of the stormwater lift station, including monthly cleaning of stormwater intake and pump station outlet, during 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Station Monitoring	365	365	365	365
Grounds Maintenance	24	30	30	30
Full Time Equivalent Positions	**0.06**	**0.06**	**0.06**	**0.06**

SPECIAL SERVICE AREA #2
OPERATION AND MAINTENANCE

05-34-40

Expense Item		Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4027 Operational - Salary		4,673	4,700	4,400	4,800	5,100	5,400
4029 Overtime		109	200	200	200	200	200
4050 FICA & Medicare		367	400	400	400	500	500
4056 IMRF		617	700	700	700	800	800
	Sub-Total	**$5,766**	**$6,000**	**$5,700**	**$6,100**	**$6,600**	**$6,900**
CONTRACTUAL:							
4204 Electric		3,292	8,000	4,500	5,000	5,000	5,000
4216 Grounds Maintenance		1,135	2,600	2,200	2,600	2,800	3,000
	Sub-Total	**$4,427**	**$10,600**	**$6,700**	**$7,600**	**$7,800**	**$8,000**
CAPITAL OUTLAY:							
4806 Other Capital Outlay		-	-	-	-	-	-
	Sub-Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total	**$10,193**	**$16,600**	**$12,400**	**$13,700**	**$14,400**	**$14,900**

City of West Chicago

SEWER FUND
Wastewater Treatment

Description of Major Activities

Wastewater treatment facilities operate continuously and thereby demand large amounts of electricity for its hardware. The consultants monitor eight separate processes throughout a treatment day to optimize overall treatment efficiency. Collection, solids separation, sludge wasting, aeration, digestion, sand filtration, chlorination/dechlorination and laboratory sampling and analysis require continuous staff monitoring.

FYE 2014 Program Objectives

(1) Considering capital improvements completed during 2014, re-evaluate the ten year Capital Improvement Plan and provide recommendations for changes and/or additions by October 2014.

(2) Present amendments to Chapter 18, Sewer Use Ordinance, of the West Chicago City Code to the City Council for consideration by December 2014.

(3) Send a Citywide Industrial Pre-Treatment Program survey to all non-residential sanitary waste customers for permit evaluation/consideration by November 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
NPDES Permit Excursions	17	47	20	20
Wastewater Treated (Average Daily Flow, MGD)	4.66	5.62	6.00	6.00
Biosolids Removed (Dry Tons)	835	1,063	1,000	1,000
Full Time Equivalent Positions	**0.25**	**0.25**	**0.25**	**0.25**

SEWER FUND
WASTEWATER TREATMENT

05-34-42

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	28,773	28,500	27,100	29,200	30,700	32,300
4029	Overtime	132	300	300	300	300	300
4050	FICA & Medicare	1,830	2,300	2,000	2,300	2,400	2,500
4056	IMRF	3,725	4,000	3,800	4,000	4,200	4,400
	Sub-Total	**$34,460**	**$35,100**	**$33,200**	**$35,800**	**$37,600**	**$39,500**
CONTRACTUAL:							
4101	Auditing Fees	3,900	4,100	4,100	4,700	4,800	4,900
4112	NPDES Permit	14,015	14,100	14,500	15,000	15,500	16,000
4202	Telephone and Alarms	1,500	-	-	-	-	-
4211	Printing and Binding	353	200	200	200	200	200
4216	Grounds Maintenance	4,764	10,100	7,800	8,600	9,100	9,600
4225	Other Contractual Services	2,548,896	2,645,000	2,553,200	2,568,500	2,616,800	2,666,200
4300	IRMA General Insurance	61,211	55,700	55,700	54,400	58,800	63,600
4405	Secondary Treatment Repair	3,004	90,000	87,200	-	-	-
	Sub-Total	**$2,637,642**	**$2,819,200**	**$2,722,700**	**$2,651,400**	**$2,705,200**	**$2,760,500**
CAPITAL OUTLAY:							
4808	Depreciation	492,505	-	-	-	-	-
	Sub-Total	**$492,505**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total	**$3,164,607**	**$2,854,300**	**$2,755,900**	**$2,687,200**	**$2,742,800**	**$2,800,000**

City of West Chicago

SEWER FUND
Sanitary Collection

Description of Major Activities

The Sanitary Collection program covers all expenditures associated with the routine operation and maintenance of the entire sanitary sewer collection system, the City's fifteen sewer lift stations and sewer lift station force mains. Program personnel provide comprehensive maintenance and operational oversight to these facilities and associated infrastructure to assure a safe reliable sewage handling and conveyance system for the businesses and residents of West Chicago.

FYE 2014 Program Objectives

(1) Complete needed upgrades at Lift Station #3 by October 2014.

(2) Complete construction of SCADA system upgrades for all sanitary lift stations by October 2014.

(3) Procure contractual services for needed inflow and infiltration repairs/upgrades to the older gravity flow sanitary collection system northeast of the Downtown by June 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Lift Station Alarm Calls	26	10	20	20
Lift Station Overtime Hours	450	366	300	200
Sanitary Sewer Service Calls	54	75	60	60
Sanitary Sewer Main Back-ups	2	3	3	3
Sanitary Service Lines Rodded	0	0	1	1
Sanitary Service Lines Repaired	1	2	1	1
Full Time Equivalent Positions	**13.14**	**13.14**	**13.65**	**13.65**

SEWER FUND
SANITARY COLLECTION

05-34-43

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	422,566	534,500	390,500	488,900	513,400	539,100
4027	Operational - Salary	449,571	459,400	418,000	489,200	513,700	539,400
4029	Overtime	37,586	45,000	34,300	40,000	40,000	40,000
4050	FICA & Medicare	67,137	79,500	64,500	77,900	81,700	85,600
4052	I.C.M.A. - R.C.	3,655	4,000	3,600	4,200	4,500	4,800
4053	Health/Dental/Life Insurance	385,511	421,000	342,300	403,100	435,400	470,300
4054	Unemployment Insurance	190	-	6,600	-	-	-
4056	IMRF	114,457	141,400	117,000	137,300	143,900	150,800
	Sub-Total	**$1,480,673**	**$1,684,800**	**$1,376,800**	**$1,640,600**	**$1,732,600**	**$1,830,000**
CONTRACTUAL:							
4100	Legal Fees	8,183	15,000	17,400	15,000	15,000	15,000
4101	Auditing Fees	3,900	5,400	4,100	4,700	4,800	4,900
4102	JULIE System	1,645	2,200	2,200	2,800	3,000	3,200
4103	Engineering and Inspections	6,500	30,000	1,200	5,000	10,000	10,000
4105	Consultants	1,813	2,700	2,500	2,000	2,000	2,000
4110	Training and Tuition	3	500	300	500	500	500
4125	Software Maintenance	8,790	9,800	9,000	9,300	10,700	11,000
4202	Telephone and Alarms	10,000	8,000	10,000	8,000	8,000	8,000
4203	Heating Gas	4,424	6,000	8,300	8,000	8,000	8,000
4204	Electric	45,708	62,000	45,500	50,000	50,000	50,000
4216	Grounds Maintenance	1,906	4,700	3,300	3,700	3,900	4,100
4225	Other Contractual Services	140,060	200,000	130,000	160,200	160,000	160,000
4300	IRMA General Insurance	91,816	83,600	83,600	81,600	88,200	95,300
4400	Vehicle Repair	3,877	20,000	7,000	10,000	10,000	10,000
4402	Lift Station Repair	57,077	1,500,000	130,000	2,000,000	25,000	25,000
4410	Sewer Main Repair	481,605	630,000	350,000	610,000	620,000	620,000
4501	Postage Meter Rental	1,461	1,400	1,400	1,400	1,400	1,400
4502	Copier Fees	2,425	2,500	2,300	2,500	2,500	2,500
	Sub-Total	**$871,195**	**$2,583,800**	**$808,100**	**$2,974,700**	**$1,023,000**	**$1,030,900**
COMMODITIES:							
4600	Computer/Office Supplies	4,715	5,000	5,000	5,000	5,000	5,000
4603	Parts for Vehicles	13,859	15,000	15,000	15,000	15,000	15,000
4604	Tools and Equipment	6,882	7,500	7,500	20,000	7,500	7,500
4607	Gas and Oil	23,661	22,000	20,000	22,000	22,000	22,000
4613	Postage	2,085	3,000	2,700	3,000	3,000	3,000
4626	Chemicals	-	1,000	2,000	1,500	1,500	1,500
4630	Parts - Lift Stations	24,219	28,500	20,000	25,000	25,000	25,000
4638	Trench Backfill Material	2,518	5,000	5,000	5,000	5,000	5,000
4639	Parts - Mains	1,758	3,000	1,000	3,000	3,000	3,000
4650	Miscellaneous Commodities	5,803	5,000	7,000	6,000	6,000	6,000
4702	Bank Charges	7,983	5,000	6,000	5,000	5,000	5,000
	Sub-Total	**$93,484**	**$100,000**	**$91,200**	**$110,500**	**$98,000**	**$98,000**
CAPITAL OUTLAY:							
4804	Vehicles	-	210,200	210,200	128,400	136,900	159,200
4806	Other Capital Outlay	982,375	877,900	197,600	1,157,200	620,000	620,000
4900	Transfers Out	-	-	-	-	-	-
	Sub-Total	**$982,375**	**$1,088,100**	**$407,800**	**$1,285,600**	**$756,900**	**$779,200**
	Total	**$3,427,726**	**$5,456,700**	**$2,683,900**	**$6,011,400**	**$3,610,500**	**$3,738,100**

City of West Chicago

SEWER FUND
Plant Equipment Replacement

Description of Major Activities

The expenditures in this element, funded through set-aside contributions from both West Chicago and Winfield, are for the replacement of existing equipment at the Wastewater Treatment Plant.

FYE 2014 Program Objectives

(1) Prepare construction specifications, procure construction services, and replace the roofs at the WWTP administration and operations buildings by November 2014.

(2) Procure contractual services and replace/upgrade the headworks' screening and grit removal system by December 2014.

(3) Procure contractual services and replace/upgrade five of the ten Tertiary Filters by December 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Primary Clarifier Drive Repair (%)	25	25	25	25
Roof Replacement (%)	0	0	25	25
Sand Filter Overhaul (%)	0	0	50	50
Digester Tank Cleaning & Repair	1	1	0	0
Full Time Equivalent Positions	**0.00**	**0.00**	**0.00**	**0.00**

SEWER FUND
SEWER PLANT EQUIPMENT REPLACEMENT

05-34-45

Expense Item		Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CONTRACTUAL:							
4225	Other Contractual Services	-	257,900	50,800	205,100	206,500	147,000
	Sub-Total	**$0**	**$257,900**	**$50,800**	**$205,100**	**$206,500**	**$147,000**
CAPITAL OUTLAY:							
4806	Other Capital Outlay	-	1,963,000	1,818,300	1,615,000	1,645,000	1,180,000
	Sub-Total	**$0**	**$1,963,000**	**$1,818,300**	**$1,615,000**	**$1,645,000**	**$1,180,000**
	Total	**$0**	**$2,220,900**	**$1,869,100**	**$1,820,100**	**$1,851,500**	**$1,327,000**

SEWER FUND 5-YEAR CAPITAL IMPROVEMENT PROGRAM

CAPITAL EXPENDITURES (FYE)	PROPOSED 2013	ESTIMATE 2013	PROPOSED 2014	PROPOSED 2015	PROPOSED 2016	PROPOSED 2017	PROPOSED 2018
COLLECTION SYSTEM IMPROVEMENTS, 05-34-43-4806							
Aspen Ridge Lift Station Generator - Engr.							
Aspen Ridge Lift Station Generator - Constr.				70,000			
Forest Trails Lift Station Replacement - Engr.						500,000	
Forest Trails Lift Station Replacement - Constr.						50,000	
Forest Trails Lift Station Replacement - Engr. Inspect.	70,000	-	70,000				
Aspen Ridge Lift Station Replacement - Engr.				500,000			
Aspen Ridge Lift Station Replacement - Constr.				50,000			
Aspen Ridge Lift Station Replacement - Engr. Inspect.			70,000				
Burger King Lift Station Replacement - Engr.					500,000		
Burger King Lift Station Replacement - Constr.					50,000		
Burger King Lift Station Replacement - Engr. Inspect.					70,000		
Powis Road Lift Station Replacement - Engr.							500,000
Powis Road Lift Station Replacement - Constr.							50,000
Powis Road Lift Station Replacement - Engr. Inspect.	600,000	191,800	809,300				
Lift Station SCADA Upgrades							
Route 64 Roadway Widening Project - Utility Impacts Study - Engr.		5,800					
Route 64 Roadway Widening Project - Sewer Relocation - Constr.							
Route 64 Roadway Widening Project - Sewer Relocation - Engr. Inspect.	207,900	-	207,900				
Tronox - Pomeroy & Brown Utility Improvement Project							360,000
Conte Parkway Sanitary Sewer Improvements - (Reimbursable to Developer)							
Sanitary Collection System Expansion Phase I Engr. Study - Northeastern City Limits							
05-34-43-4806 SUB-TOTAL	**$877,900**	**$197,600**	**$1,157,200**	**$620,000**	**$620,000**	**$550,000**	**$910,000**
WASTEWATER TREATMENT PLANT EQUIPMENT REPLACEMENT, 05-34-45-4806							
Heaadworks - Screening Equipment & Grit Removal Replacement	561,000	-	600,000		130,000	50,000	50,000
Primary Clarifiers - Primary Effluent Trough Replacement Program							
Primary Clarifiers - Replace Clarifier Chains and Flights	121,000	222,400	150,000	170,000			
Aeration Basins - Concrete Rehab.				150,000	150,000		
Aeration Basins - Replace Blower Controls							500,000
Secondary Clarifiers - Paint Clairifiers Internal Mechanicals	100,000	-		100,000			
Secondary Clarifiers - Rebuild Final Clarifier Drive							125,000
Overflow Clarifier - Paint Clarifier Internal Mechanicals	25,000	-		25,000			
Tertiary Filters - Filtration System Replacement Project			700,000	700,000			
Solids Thickening - Upgrades to Waste Sludge Thickening		230,800					
Anaerobic Digestion - Repairs to Primary Digester Sludge Heating/Mixing System	691,000	698,800			700,000		
Anaerobic Digestion - Gas System Upgrade						300,000	
Solids Dewatering - Sludge Belt Press Upgrades		666,300					
SCADA - Upgrades / Replacement	300,000	-		300,000			
Buildings - Upgrades / Replacements	165,000	-	165,000	200,000	200,000	300,000	
05-34-45-4806 SUB-TOTAL	**$1,963,000**	**$1,818,300**	**$1,615,000**	**$1,645,000**	**$1,180,000**	**$650,000**	**$675,000**
TOTAL SEWER FUND CAPITAL IMPROVEMENT PROGRAM	**$2,840,900**	**$2,015,900**	**$2,772,200**	**$2,265,000**	**$1,800,000**	**$1,200,000**	**$1,585,000**

-Page Intentionally Left Blank-

City of West Chicago

WATER SERVICE
PROJECTED REVENUE

06-00		2012 Actual	2013 Proposed	2013 Estimated	2014 Proposed	2015 Projected
312000	Home Rule Sales Tax	1,103,876	1,100,000	1,100,000	1,100,000	1,100,000
331000	Water Services	4,707,616	4,750,000	4,750,000	4,500,000	4,500,000
332000	Hydrant Meter Fees	4,906	1,000	3,500	1,000	1,000
332500	Posting and Turn On Fees	48,540	40,000	40,000	40,000	40,000
341000	Water Connection Fees	25,388	20,000	28,900	20,000	20,000
341500	Water Capacity Fees	3,100	4,000	7,000	4,000	4,000
344000	Meter Sales	14,526	3,000	8,700	3,000	3,000
371000	Interest	1,196	3,000	700	3,000	3,000
386000	Reimbursements	3,208	413,400	327,100	413,400	0
386100	Health Insurance Contributions	40,196	30,000	35,000	35,000	35,000
388500	Tower Rental Fees	86,036	40,000	62,800	40,000	40,000
389000	Miscellaneous	0	0	5,900	0	0
394001	Asset Transfers	152,826	0	0	0	0
	TOTAL	**$6,191,414**	**$6,404,400**	**$6,369,600**	**$6,157,400**	**$5,744,000**

-This Page Intentionally Left Blank-

City of West Chicago

WATER FUND

Financial Summary

Program	2012 Actual	2013 Proposed	2013 Estimated	2014 Proposed	2015 Projected
Water Production and Distribution	3,994,439	7,612,000	5,675,600	5,153,800	3,350,700
Water Treatment Plant Operations	2,628,074	2,127,500	1,931,600	1,446,900	1,451,200
Debt Service	194,324	706,900	707,000	706,900	706,900
TOTAL	**$6,816,837**	**$10,446,400**	**$8,314,200**	**$7,307,600**	**$5,508,800**

WATER FUND

Performance Report on FYE 2013 Major Program Objectives

The Division operated and maintained pumping facilities that produced over 1.24 billion gallons of water during 2012 with nearly 1.36 billion gallons estimated for 2013. The Division successfully completed all IEPA and USEPA required sampling and monitoring requirements with no violations.

Construction of Well Station #12 was re-bid in December 2012 and City Council approved a construction contract with Schramm Construction Corporation in February 2013. Construction commenced in June 2013 and despite project delays that resulted from ComEd, substantial progress was made. Construction will continue in 2014 with a targeted project completion date in the spring.

All required utility relocations related to the Illinois Route 38 Road Realignment and Kautz Road Bridge Construction project were completed in 2013.

Progress was made in 2013 on the Water Meter Replacement Program. Meters were replaced in Utility Billing Districts #4, #3, and #1, and installations just began in Utility Billing District #1 in late 2013. Water meter installations will continue in 2014 with a targeted project completion date in late spring 2014.

Waste lime sludge was removed from the Water Treatment Plant lagoons and backwash basin in November 2013.

Native landscape improvements were completed within the stormwater management areas at the Water Treatment Plant. On-going maintenance and monitoring to gain stormwater permit compliance from DuPage County will continue into 2014.

No major operational changes were made to the plant during 2013; however, operational strategies to improve the treatment process and to balance water storage against demand continue to be made at the plant. The required IEPA lead and copper testing was completed in 2013 and all results were below allowable IEPA limits; the City expects to maintain its reduced monitoring status with the IEPA.

City of West Chicago

WATER PRODUCTION AND DISTRIBUTION

Description of Major Activities

This program covers all expenditures associated with the routine operation and maintenance of the City's nine wells, two elevated storage tanks, three ground storage tanks, watermain, fire hydrants, valves, water meters, and service connections. Program personnel provide comprehensive maintenance and operational oversight to these facilities and associated infrastructure to assure a safe, plentiful and uninterrupted source of water for the businesses and residents of West Chicago.

FYE 2014 Program Objectives

(1) Complete construction of Well Station #12 by May 2014.

(2) Complete Water Meter Replacement Program by June 2014.

(3) Procure construction services for installation of a stand-by generator at Well Station #3 by April 2014 and complete construction by December 2014.

(4) Procure engineering services to design a stand-by generator at Well Station #9 by May 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Average Daily Water Produced (MGD)	3.38	3.42	3.50	3.50
# Of Watermain Breaks Repaired	9	10	10	10
# Of Fire Hydrants Painted	0	0	500	500
# Of Major Well Station Repairs	0	0	1	0
Full Time Equivalent Positions	**14.69**	**13.27**	**13.27**	**13.27**

WATER FUND
Water Production and Distribution

06-34-47

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	381,819	442,800	378,200	469,100	492,600	517,300
4027	Operational - Salary	465,068	504,900	455,900	444,900	467,200	490,600
4029	Overtime	28,350	35,000	25,500	30,000	30,000	30,000
4050	FICA & Medicare	63,356	75,200	65,800	72,300	75,800	79,400
4052	I.C.M.A. - R.C.	3,655	4,000	3,600	4,200	4,500	4,800
4053	Health/Dental/Life Insurance	385,511	421,000	421,000	403,100	435,400	470,300
4054	Unemployment Insurance	-	-	6,600	-	-	-
4056	IMRF	108,012	133,800	115,900	127,300	133,500	140,000
	Sub-Total	**$1,435,770**	**$1,616,700**	**$1,472,500**	**$1,550,900**	**$1,639,000**	**$1,732,400**
CONTRACTUAL:							
4100	Legal Fees	8,437	15,000	19,600	15,000	15,000	15,000
4101	Auditing Fees	13,650	15,500	15,300	16,100	16,600	17,100
4102	JULIE System	1,645	1,700	2,200	2,800	3,000	3,200
4105	Consultants	1,813	3,400	2,500	2,000	2,000	2,000
4108	Pre-Employment Exams	521	600	700	600	600	600
4110	Training and Tuition	482	1,000	200	1,000	1,000	1,000
4112	Memberships/Dues/Subscriptions	1,221	1,000	500	1,000	1,000	1,000
4125	Software Maintenance	6,231	9,600	9,600	6,600	7,600	7,800
4200	Legal Notices	872	1,000	200	1,000	1,000	1,000
4202	Telephone and Alarms	27,749	25,000	27,200	25,000	25,000	25,000
4203	Heating Gas	2,746	3,000	4,100	3,000	3,000	3,000
4204	Electric	308,148	350,000	269,100	300,000	300,000	300,000
4207	Lab Services	5,864	7,000	5,000	6,000	6,000	6,000
4210	Refuse Disposal	1,780	10,000	3,000	5,000	5,000	5,000
4211	Printing and Binding	2,136	2,500	1,900	2,500	2,500	2,500
4216	Grounds Maintenance	3,149	8,000	7,100	7,900	8,300	8,800
4225	Other Contractual Services	139,914	235,000	150,000	210,000	185,000	185,000
4300	IRMA General Insurance	145,375	132,300	132,300	129,200	139,600	150,800
4301	Other Insurance	1,687	-	1,000	-	-	-
4400	Vehicle Repair	2,308	3,500	1,000	3,500	3,500	3,500
4401	Building Repair	922	1,000	500	1,000	1,000	1,000
4418	Distribution System Repair	44,521	100,000	19,200	100,000	100,000	100,000
4420	Pump Station Repair	24,531	100,000	35,000	100,000	100,000	100,000
4421	Reservoir Repair	-	500	-	500	500	500
4425	Hardware Maintenance	-	2,000	500	2,500	8,200	8,200
4501	Postal Meter Rental	1,463	1,400	1,400	1,400	1,400	1,400
4502	Copier Lease/Costs	2,425	3,000	2,400	3,000	3,000	3,000
	Sub-Total	**$749,589**	**$1,033,000**	**$711,500**	**$946,600**	**$939,800**	**$952,400**
COMMODITIES:							
4600	Computer/Office Supplies	4,769	7,800	5,900	7,000	7,000	7,000
4603	Parts for Vehicles	5,995	6,000	7,800	6,000	6,000	6,000
4604	Tools and Equipment	2,529	5,000	2,000	3,500	3,500	3,500
4607	Gas and Oil	28,500	25,000	25,000	25,000	25,000	25,000
4613	Postage	4,277	5,000	4,300	5,000	5,000	5,000
4615	Uniforms & Safety Equipment	6,961	7,500	7,500	7,500	7,500	7,500
4620	Parts and Equipment - Wells	2,884	4,000	8,000	4,000	4,000	4,000
4621	Parts and Equipment - Distribution	43,015	60,000	40,000	50,000	50,000	50,000
4622	Parts and Equipment - Pump Stations	8,502	15,000	7,000	10,000	10,000	10,000
4625	Lab Supplies	344	500	200	500	500	500
4626	Chemicals	-	500	-	-	-	-
4641	Water Meters/Parts	2,829	5,000	5,000	5,000	5,000	5,000
4650	Miscellaneous Commodities	1,715	6,000	8,000	6,000	6,000	6,000
4702	Bank Charges	7,983	8,500	7,600	8,000	8,000	8,000
	Sub-Total	**$120,303**	**$155,800**	**$128,300**	**$137,500**	**$137,500**	**$137,500**
CAPITAL OUTLAY:							
4804	Vehicles	-	104,500	104,500	111,600	132,600	141,700
4806	Other Capital Outlay	1,688,777	4,680,000	3,236,800	2,394,500	486,800	5,805,800
4812	MIS Replacement	-	22,000	22,000	12,700	15,000	17,400
4900	Transfers Out	-	-	-	-	-	-
	Sub-Total	**$1,688,777**	**$4,806,500**	**$3,363,300**	**$2,518,800**	**$634,400**	**$5,964,900**
	Total	**$3,994,439**	**$7,612,000**	**$5,675,600**	**$5,153,800**	**$3,350,700**	**$8,787,200**

WATER TREATMENT PLANT OPERATIONS

Description of Major Activities

This program covers all expenditures associated with the overall operation and maintenance of the Water Treatment Plant.

FYE 2014 Program Objectives

(1) Continue to evaluate operational strategies to improve the treatment process and to balance water storage against demand by December 2014.

(2) Evaluate alternative lime slurry pumping equipment by May 2014. Pending alternative equipment costs, replace lime slurry pumping equipment by December 2014.

(3) Evaluate alternative methods, materials, and costs to armor/stabilize side slopes of the waste lime storage lagoons by November 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Average Daily Water Treated (MGD)	3.38	3.42	3.50	3.50
Full Time Equivalent Positions	**7.50**	**7.75**	**7.75**	**7.75**

WATER FUND
Water Treatment Plant Operations

06-34-48

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	28,285	67,300	26,100	172,900	181,600	190,700
4027	Operational - Salary	509,914	504,400	497,000	431,500	453,100	475,800
4029	Overtime	25,024	30,000	43,000	30,000	30,000	30,000
4050	FICA & Medicare	42,743	46,100	43,400	48,600	50,900	53,300
4056	IMRF	72,618	81,900	76,400	85,600	89,700	93,900
	Sub-Total	**$678,584**	**$729,700**	**$685,900**	**$768,600**	**$805,300**	**$843,700**
CONTRACTUAL:							
4108	Pre-Employment Exams	-	300	-	300	300	300
4110	Training and Tuition	1,263	3,000	900	2,000	2,000	2,000
4112	Memberships/Dues/Subscriptions	-	400	600	600	600	600
4202	Telephone and Alarms	10,000	10,000	12,000	10,000	10,000	10,000
4203	Heating Gas	2,608	4,000	4,700	4,000	4,000	4,000
4204	Electric	151,508	185,000	149,500	150,000	150,000	150,000
4207	Lab Services	279	1,000	1,600	1,000	1,000	1,000
4210	Refuse Disposal	-	600,000	576,000	-	-	600,000
4216	Grounds Maintenance	4,470	8,500	9,800	10,500	11,100	11,700
4219	Contract Janitorial Services	24,339	23,600	23,600	24,400	25,700	27,000
4225	Other Contractual Services	12,499	15,000	7,800	15,000	15,000	15,000
4300	IRMA General Insurance	53,559	48,800	48,800	47,600	51,500	55,700
4401	Building Repair	9,622	10,000	6,600	10,000	10,000	10,000
4430	WTP Operations Repair	16,722	18,000	30,000	20,000	20,000	20,000
4502	Copier Lease/Costs	6,176	8,000	5,400	8,000	8,000	8,000
4503	Equipment Rental	1,080	1,000	-	1,000	1,000	1,000
	Sub-Total	**$294,126**	**$936,600**	**$877,300**	**$304,400**	**$310,200**	**$916,300**
COMMODITIES:							
4600	Computer/Office Supplies	890	2,000	2,000	2,000	2,000	2,000
4603	Parts for Vehicles	66	200	200	200	200	200
4604	Tools and Equipment	641	3,000	3,000	3,000	3,000	3,000
4607	Gas and Oil	3,710	2,500	2,500	2,500	2,500	2,500
4615	Uniforms& Safety Equipment	3,705	4,000	4,000	4,000	4,000	4,000
4624	Parts - Building Repair	1,721	3,000	3,000	3,000	3,000	3,000
4625	Lab Supplies	11,402	11,000	11,000	11,000	11,000	11,000
4626	Chemicals	294,795	375,000	300,000	300,000	300,000	300,000
4642	Parts - WTP Operations	6,233	6,000	6,000	6,000	6,000	6,000
4650	Miscellaneous Commodities	1,214	2,000	1,000	1,500	1,500	1,500
	Sub-Total	**$324,377**	**$408,700**	**$332,700**	**$333,200**	**$333,200**	**$333,200**
CAPITAL OUTLAY:							
4804	Vehicles	-	2,500	2,500	2,500	2,500	2,500
4806	Other Capital Outlay	3,825	50,000	33,200	38,200	-	175,000
4808	Depreciation	1,327,163	-	-	-	-	-
	Sub-Total	**$1,330,988**	**$52,500**	**$35,700**	**$40,700**	**$2,500**	**$177,500**
	Total	**$2,628,074**	**$2,127,500**	**$1,931,600**	**$1,446,900**	**$1,451,200**	**$2,270,700**

City of West Chicago

TREATMENT PLANT DEBT SERVICE

Description of Major Activities

The City issued 21.2 million dollars in alternate revenue bonds to pay for the Water Treatment Plant; this debt was paid off in 2011. The City also secured a $10 million plus loan from the IEPA. The bonds and note are being paid off through water usage charges.

WATER FUND
DEBT SERVICE

06-34-49

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
COMMODITIES:							
4714	Interfund Loan Interest	2,274	-	-	-	-	-
4716	Note Principal	-	523,700	523,700	537,200	551,100	565,400
4717	Note Interest	192,050	183,200	183,300	169,700	155,800	141,600
4720	Other Charges	-	-	-	-	-	-
	Sub-Total	**$194,324**	**$706,900**	**$707,000**	**$706,900**	**$706,900**	**$707,000**
	Total	**$194,324**	**$706,900**	**$707,000**	**$706,900**	**$706,900**	**$707,000**

WATER FUND 5-YEAR CAPITAL IMPROVEMENT PROGRAM

CAPITAL EXPENDITURES (FYE)	PROPOSED 2013	ESTIMATED 2013	PROPOSED 2014	PROPOSED 2015	PROPOSED 2016	PROPOSED 2017	PROPOSED 2018
RAW WATER PRODUCTION IMPROVEMENTS							
Well #3 Stand-by Generator Installation - Engr.		19,000					
Well #3 Stand-by Generator Installation - Constr.			350,000				
Well #3 Stand-by Generator Installation - Engr. Inspect.			35,000				
Well #10 (and #11) Stand-by Generator Installation - Constr.				350,000			
Well #10 (and #11) Stand-by Generator Installation - Engr. Inspect.				35,000			
Well #9 (and #8) Stand-by Generator Installation - Engr.			35,000				
Well #9 (and #8) Stand-by Generator Installation - Constr.					350,000		
Well #9 (and #8) Stand-by Generator Installation - Engr. Inspect.					35,000		
Well #8 Assembly Upgrade Project - Engr.				75,000			
Well #8 Assembly Upgrade Project - Constr.						750,000	
Well #8 Assembly Upgrade Project - Engr. Inspect.						75,000	
Well #5 Stand-by Generator Installation - Engr.					40,000		
Well #5 Stand-by Generator Installation - Constr.							400,000
Well #5 Stand-by Generator Installation - Engr. Inspect.							40,000
Well #12 Installation Project - Engr.		5,800					
Well #12 Installation Project - Constr.	1,350,000	1,020,400	645,000				
Well #12 Installation Project - Engr. Inspect.	55,800	92,900	15,000				
Well #13 Installation Project - Engr.							75,000
Well #13 Installation Project - Land Acquisition							75,000
SUB-TOTAL	**$1,405,800**	**$1,138,100**	**$1,080,000**	**$460,000**	**$425,000**	**$825,000**	**$590,000**
FINISHED WATER DISTRIBUTION SYSTEM IMPROVEMENTS							
Route 64 Roadway Widening Project - Watermain Relocation - Engr. Inspect.		16,900					
Route 38 & Kautz Road Bridge Project - Watermain Relocation - Constr.	164,400	162,200					
Route 38 & Kautz Road Bridge Project - Watermain Relocation - Engr. Inspect.	40,000	-					
South Leg - Route 59 Watermain Relocation Project - Engr.					63,000		
Tronox - Pomeroy & Brown Utility Improvement Project	413,400		413,400				
Water Meter Replacement Program	2,629,600	1,919,600	852,000				
SUB-TOTAL	**$3,247,400**	**$2,098,700**	**$1,265,400**	**$0**	**$63,000**	**$0**	**$0**
FINISHED WATER STORAGE TANK IMPROVEMENTS							
Paint Water Storage Tank - Hawthorne Lane					200,000		
3 MG Elevated Tank Project - Engr. (Tank 1)	26,800	0		26,800			
3 MG Elevated Tank Project - Constr. (Tank 1)					5,000,000		
3 MG Elevated Tank Project - Engr. Inspect. (Tank 1)					117,800		
SUB-TOTAL	**$26,800**	**$0**	**$0**	**$26,800**	**$5,317,800**	**$0**	**$0**
WATER TREATMENT PLANT IMPROVEMENTS							
Miscellaneous Professional Services	50,000	33,200	3,200		175,000		
SUB-TOTAL	**$50,000**	**$33,200**	**$3,200**	**$0**	**$175,000**	**$0**	**$0**
TOTAL WATER FUND CAPITAL IMPROVEMENT PROGRAM	**$4,730,000**	**$3,270,000**	**$2,348,600**	**$486,800**	**$5,980,800**	**$825,000**	**$590,000**

-This Page Intentionally Left Blank-

City of West Chicago

CAPITAL PROJECTS FUND
PROJECTED REVENUE

08-00		2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
311100	Property Tax	2,360	0	0	0	0
312000	Home Rule Sales Tax	551,936	500,000	525,000	520,000	520,000
315000	Utility Taxes	2,013,401	2,100,000	2,000,000	2,100,000	2,100,000
321000	Grants	704,485	910,100	559,800	946,800	400,000
371000	Interest	8,968	10,000	2,000	2,000	2,000
386000	Reimbursements	208,229	676,000	3,600	685,200	0
386100	Health Insurance Contributions	3,890	3,200	3,700	3,300	3,400
389000	Miscellaneous	3,482	0	179,700	0	0
390000	Transfers	0	0	0	0	0
	TOTAL	**$3,496,751**	**$4,199,300**	**$3,273,800**	**$4,257,300**	**$3,025,400**

-This Page Intentionally Left Blank-

City of West Chicago

CAPITAL PROJECTS FUND

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Operations	5,828,385	5,309,400	3,561,500	5,438,700	2,932,100
TOTAL	**$5,828,385**	**$5,309,400**	**$3,561,500**	**$5,438,700**	**$2,932,100**

CAPITAL PROJECTS FUND

Performance Report on FYE 2013 Major Program Objectives

The Proactive Street Improvement Program was completed in 2013 with the resurfacing of approximately 1.2 miles of roadway at the following locations: Bainbridge Boulevard from Smith Road to Lehman Drive; Camden Drive from Smith Road to Lehman Drive; Lehman Drive from Bainbridge Boulevard to Foxfield Drive; and portions of Ingalton Avenue between Washington Street and National Street (approximately 0.5 miles).

Other projects completed in 2013 include the Great Western Trail Bike Path Project, the Wilson/Joliet Culvert Replacement Project, the Fremont Street Parking Lot Project, and the North Factory Street Improvement Project between Ann Street and the Community High School District 94 Parking Lot, south of Blair Street and west of Wood Street. A Quiet Zone Corridor was also established along the CN Railroad in 2013.

Construction of the Main Street Tunnel Improvement Project commenced in July 2013 but was not completed by the City's contractor. Construction will continue in 2014 with a targeted completion date in the spring. Other projects not completed in 2013, but will become priority in 2014, include the Street Division Parking Lot Reconstruction Project, the A. Eugene Rennel's Bridge Maintenance Program, and the Forest Avenue Rehabilitation Project.

The 2013 Sidewalk Maintenance Program was completed with the replacement of approximately 17,800 square feet of sidewalk, which included sidewalk on the west side of Illinois Route 59 between Main Street and Conde Street. Other projects completed during the fiscal year included the annual Crack Sealing Program, Contractual Street Striping Program, Tree Replacement Program, Forestry Removals and Trimming Program, the Right-of-Way Maintenance Program, and the EAB Insecticidal Treatment Program.

City of West Chicago

CAPITAL PROJECTS FUND

Description of Major Activities

The Capital Improvement Program covers a period of five years and consists of new construction as well as maintenance and repair to existing infrastructure. The specific projects and the financing program are described in a supplement to this program budget.

FYE 2014 Program Objectives

(1) Complete construction associated with the Main Street Pedestrian Tunnel Project by June 2014.

(2) Complete construction of the Forest Avenue Rehabilitation Project by August 2014.

(3) Complete the Wood Street Reconstruction Project by August 2014.

(4) Complete the Alta Vista Rehabilitation Project by August 2014

(5) Complete construction associated with the Street Division Parking Reconstruction Project by November 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Centerline Miles of Streets Striped	6.7	3.4	5.0	5.0
Square Feet of Sidewalk Replaced	17,200	17,800	11,000	11,000
Number of Streets Crack Sealed	10	7	10	10
Pounds of Crack Fill Material Used	36,430	31,200	34,000	34,000
Trees Removed	43	17	20	20
Parkway Trees Planted	300	300	225	225
Number of Mowings	24	30	30	30
Full Time Equivalent Positions	**0.88**	**0.88**	**0.81**	**0.81**

CAPITAL PROJECTS FUND

08-34-53

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	79,936	98,400	66,300	72,600	76,300	80,200
4027	Operational - Salary	6,200	-	-	10,800	11,400	12,000
4029	Overtime	592	1,000	300	1,000	1,000	1,000
4050	FICA & Medicare	5,901	7,700	4,800	6,500	6,800	7,200
4053	Health/Dental/Life Insurance	37,308	40,800	37,300	39,000	42,200	45,600
4056	IMRF	11,185	13,600	9,100	11,400	12,000	12,600
	Sub-Total	**$141,122**	**$161,500**	**$117,800**	**$141,300**	**$149,700**	**$158,600**
CONTRACTUAL:							
4150	Hawthorne Lane Engineering	2,652	-	-	-	-	-
4152	Wilson/Joliet Culvert Engineering	55,237	25,900	74,000	-	-	-
4200	Legal Notices	3,271	2,500	1,100	2,500	2,500	2,500
4225	Other Contractual Services	590,983	833,800	833,800	874,800	917,800	962,900
4300	IRMA General Insurance	7,651	7,000	7,000	6,800	7,400	8,000
	Sub-Total	**$659,794**	**$869,200**	**$915,900**	**$884,100**	**$927,700**	**$973,400**
CAPITAL OUTLAY:							
4801	Building/Grounds Improvements	32,420	40,000	40,000	40,000	40,000	40,000
4807	Street Improvements	801,299	1,104,800	493,000	4,800	800,000	800,000
4809	Land	115,000	-	10,100	-	-	-
4854	Tree Replacement Program	75,603	100,000	88,600	50,000	50,000	35,000
4857	Kresswood Trails Detention Pond	125	-	4,800	-	-	-
4858	Kerr McGee Area Improvements	156,686	-	188,600	-	400,000	-
4862	Hawthorne Lane Reconstruction	2,067,826	-	-	-	-	-
4863	Sidewalk Removal and Replacement Program	68,577	75,000	114,700	75,000	75,000	75,000
4867	Wilson/Joliet Culvert Reconstruction	52	94,100	100	94,100	-	-
4868	Crack Filling Program	53,112	50,000	46,100	50,000	50,000	50,000
4869	Street Striping Program	33,274	40,000	39,600	40,000	40,000	40,000
4870	Forestry - Removals and Replacements	126,214	170,000	54,700	100,000	70,000	70,000
4871	Right-of-Way Maintenance Program	68,697	110,000	104,100	117,500	121,700	126,100
4873	Pedestrian Tunnel Improvements	11,607	651,800	789,200	-	-	-
4876	CN Mitigation	202,300	-	10,400	-	-	-
4878	Removal of UST at Police Station	13,855	-	-	-	-	-
4880	Galena Street Reconstruction	37,429	-	-	-	-	-
4881	Great Western Bike Trail Project (STP)	13,355	330,000	92,700	151,200	-	-
4882	Washington Street Resurfacing Project (STP)	-	124,400	-	124,400	-	-
4885	FHWA Mandated Signage Upgrades	-	50,000	-	50,000	40,000	30,000
4886	EAB Insecticidal Treatment Program	74,318	80,000	68,800	80,000	88,000	96,800
4887	Clayton Street Reconstruction Project	536,608	113,600	-	-	-	-
4888	Street Division Parking Lot Reconstruction	-	350,000	25,000	400,000	-	-
4889	Police Station Roof Replacement	191,842	-	18,700	-	-	-
4890	City Hall Landscaping & Entrance Sign	-	25,000	-	25,000	-	-
4891	Fremont Street Parking Lot	-	150,000	201,700	-	-	-
4892	Wilson Street Bridge Maintenance Program	3,240	400,000	10,600	400,000	-	-
4893	Old Heidelberg Collector Resurfacing	344,032	-	-	-	-	-
4894	Citywide Bench Mark Replacement Program	-	100,000	-	100,000	-	-
4895	City Hall Security Improvements	-	100,000	-	100,000	-	-
4896	Demolition of 804 Forest Avenue	-	20,000	600	20,000	-	-
4897	Bishop Place Subdivision Improvements	-	-	125,700	-	-	-
XXXX	Forest Avenue Rehabilitation Project	-	-	-	645,000	-	-
XXXX	Alta Vista Rehabilitation Project	-	-	-	1,050,800	-	-
XXXX	Wood Street Reconstruction Project	-	-	-	615,500	-	-
XXXX	Curb and Gutter Removal and Replacement	-	-	-	60,000	60,000	60,000
XXXX	Early Warning Sirens	-	-	-	20,000	20,000	-
	Sub-Total	**$5,027,470**	**$4,278,700**	**$2,527,800**	**$4,413,300**	**$1,854,700**	**$1,522,900**
	Total	**$5,828,385**	**$5,309,400**	**$3,561,500**	**$5,438,700**	**$2,932,100**	**$2,654,900**

FY 2014-2018 Capital Improvement Program

CAPITAL EXPENDITURES	PROPOSED 2013	ESTIMATED 2013	PROPOSED 2014	PROPOSED 2015	PROPOSED 2016	PROPOSED 2017	PROPOSED 2018
Personnel, Benefits, and Insurance Costs of Engineer to Oversee Capital Projects	168,500	124,800	148,100	157,100	166,600	176,700	187,602
STREET IMPROVEMENTS							
Other Contractual Services - Thomas Engineering Group (4225)	833,800	833,800	874,800	917,800	962,900	1,010,300	1,060,900
2012 Street Program - Engineering, Construction & Material Testing (4807)	4,800		4,800				
2013 Street Program - Engineering, Construction & Material Testing (4807)	1,100,000	493,000					
Annual Street Program - Engineering, Construction & Material Testing (4807)				800,000	800,000	800,000	800,000
Great Western Bike Trail Project (STP Program) (4881)	330,000	92,700	151,200				
Washington Street Resurfacing Project (STP Program) (4882)	124,400		124,400				
Clayton Street Reconstruction Project (4887)	113,600						
Forest Avenue Rehabilitation Project CD13-04 (XXXX)			645,000				
Alta Vista Rehabilitation Project (XXXX)			1,050,800				
Wood Street Reconstruction Project (XXXX)			615,500				
OTHER ROW IMPROVEMENTS							
Crack Filling (4868)	50,000	46,100	50,000	50,000	50,000	50,000	50,000
Street Striping (4869)	40,000	39,600	40,000	40,000	40,000	40,000	40,000
Sidewalk Removals and Replacements (4863)	75,000	114,700	75,000	75,000	75,000	75,000	75,000
Forestry Removals and Trimmings (4870)	170,000	54,700	100,000	70,000	70,000	70,000	70,000
Right-of-Way Maintenance (4216 & 4871)	110,000	104,100	117,500	121,700	126,100	130,700	135,500
Alley Program (4806)					100,000	100,000	100,000
Kerr McGee Neighborhood Improvements (4858)		188,600		400,000			
Tree Replacement Program (4854)	100,000	88,600	50,000	50,000	35,000	35,000	35,000
ROW Signage Upgrades & 2009 MUTCD Compliance (4885)	50,000		50,000	40,000	30,000		
EAB Insecticidal Treatment Program (4886)	80,000	68,800	80,000	88,000	96,800	106,500	117,200
Wilson Street Bridge Maintenance Program (4892)	400,000	10,600	400,000				
Curb and Gutter Removals and Replacement (XXXX)			60,000	60,000	60,000	60,000	60,000
MUNICIPAL PROPERTIES							
Miscellaneous Major Municipal Building Repairs (4801)	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Street Division Parking Lot Reconstruction (4888)	350,000	25,000	400,000				
Police Station Roof Replacement (4889)		18,700					
City Hall Landscaping & Entrance Sign (4890)	25,000		25,000				
Fremont Street Parking Lot (4891)	150,000	201,700					
Land (4809)		10,100					
City Hall Security Improvements (4895)	100,000		100,000				
Early Warning Sirens (XXXX)			20,000	20,000			
STORMWATER/WETLANDS							
Wilson/Joliet Culvert Replacement - Engr. Inspect. Phase III (4152)	25,900	74,000					
Wilson/Joliet Culvert Construction (4867)	94,100	100	94,100				
Kresswood Trails Detention Pond Corrections (4857)		4,800					
CN Mitigation Projects (4876)		10,400					
MISCELLANEOUS							
Legal Notices (4200)	2,500	1,100	2,500	2,500	2,500	2,500	2,500
Pedestrian Tunnel Improvements (4873)	651,800	789,200					
City-wide Bench Mark Replacement Program (4894)	100,000		100,000				
Demolition of 804 Forest Avenue (4896)	20,000	600	20,000				
Bishop Place Subdivision Improvements (4897)		125,700					
EXPENDITURE TOTAL	**$5,309,400**	**$3,561,500**	**$5,438,700**	**$2,932,100**	**$2,654,900**	**$2,696,700**	**$2,773,702**

-This Page Intentionally Left Blank-

City of West Chicago

DOWNTOWN TIF FUND
PROJECTED REVENUE

09-00		2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
311100	Property Tax	1,136,368	1,100,000	1,100,000	1,100,000	1,100,000
371000	Interest	4,499	4,500	2,400	2,400	2,400
386100	Health Insurance Contributions	6,483	6,500	6,500	6,500	6,500
389000	Miscellaneous	6,592	7,000	22,900	0	0
390000	Transfers	0	0	0	0	0
	TOTAL	**$1,153,942**	**$1,118,000**	**$1,131,800**	**$1,108,900**	**$1,108,900**

-This Page Intentionally Left Blank-

City of West Chicago

DOWNTOWN TAX INCREMENT FINANCE DISTRICT FUND

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
TIF Special Projects	1,268,637	1,326,400	1,250,000	1,521,700	1,081,200
TOTAL	**$1,268,637**	**$1,326,400**	**$1,250,000**	**$1,521,700**	**$1,081,200**

City of West Chicago

DOWNTOWN TAX INCREMENT FINANCE DISTRICT

Performance Report on FYE 2013 Major Program Objectives

During 2013, the City initiated the Retail and Restaurant Grant Program to help fund business expansion in the Downtown. Several businesses expressed interest in the Program, and one business has applied for funding.

The Phase II Site Assessment for the West Washington Street Project Area was also completed in 2013, setting the stage to begin remediation of this site in the coming year, prior to potential future redevelopment of this area. Staff is also working with the City's consultants to secure grant funding from the U.S.E.P.A. for financial assistance with site remediation efforts.

City staff also met with several residential developers to gauge their interest in the Central Main Street Plan for redevelopment. In general, constructing market-rate residential projects is somewhat difficult due to fixed project costs and the likelihood of limited marketability at this time. Redevelopment agreements (to leverage City-owned land), improving market conditions, and allowances for increased density may all be factors supporting future projects in the Downtown.

Significant staff efforts were also expended on 151 W. Washington Street. A new RFQ process was completed to solicit a developer for the property. This did not result in any viable proposals to acquire and rehabilitate the building without significant City investment. Ultimately, as directed by the City Council, staff pursued the Certificate of Appropriateness for demolition of the structure through the Historical Preservation Commission appeal and public hearing process. This included extensive preparations, materials and testimony concerning the condition of the structure and its long-term economic viability. As of November, the City and the West Chicago Community Center are coordinating terms for transfer of this building for rehabilitation.

Additional activities in the Downtown in 2013 included four façade fund applications and construction of a new parking lot and driveways on the lot south of Tastee-Freez.

Ten new businesses opened during 2013, including a small retail shop on Main Street, as well as a consignment/resale business on Arbor Avenue. City staff continued to promote visitation to the TIF District and its businesses through local events, including Frosty Fest, Blooming Fest and the Mexican Independence Day Festival.

City of West Chicago

DOWNTOWN TAX INCREMENT FINANCE DISTRICT

Description of Major Activities

TIF District funds are utilized to make improvements within the designated district that will revitalize the area and ultimately result in increased property values and a self-sustaining district. Specific activities conducted to accomplish revitalization include providing and promoting façade grants, creating sub-area plans for specific areas within the district and property assembly. Expenditures for promoting the downtown are also included in the TIF program.

FYE 2014 Program Objectives

(1) Complete the site remediation studies for the West Washington Street redevelopment area, and undertake environmental cleanup of the area by December 2014.

(2) Facilitate the completion of the exterior rehabilitation for 151 West Washington Street by August 2014.

(3) Develop preliminary RFQ/RFP for the Central Main Street Area, in preparation for soliciting developer proposals for this area, by December 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Façade Grants	9	4	5	7
New Businesses	6	11	10	12
Full Time Equivalent Positions	**4.42**	**4.42**	**4.54**	**4.54**

DOWNTOWN TAX INCREMENT FINANCE DISTRICT FUND
SPECIAL PROJECTS

09-34-54

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	269,312	312,900	320,000	349,500	367,000	385,400
4027	Operational - Salary	12,934	87,000	85,000	74,100	77,900	81,800
4029	Overtime	1,213	1,200	5,500	4,000	4,000	4,000
4050	FICA & Medicare	20,538	24,100	29,000	32,800	34,400	36,100
4052	ICMA-RC	2,257	4,100	4,100	4,500	4,800	5,100
4053	Health/Dental/Life Insurance	62,179	67,900	67,900	65,000	70,200	75,900
4056	IMRF	36,034	42,800	54,400	57,700	60,600	63,600
	Sub-Total	**$404,467**	**$540,000**	**$565,900**	**$587,600**	**$618,900**	**$651,900**
CONTRACTUAL:							
4100	Legal Fees	10,473	15,000	12,000	10,000	10,000	10,000
4112	Memberships/Dues/Subscriptions	375	-	600	600	600	600
4200	Legal Notices	329	500	200	500	500	500
4202	Telephone and Alarms	1,913	1,500	1,200	1,500	1,500	1,500
4216	Grounds Maintenance	5,671	25,000	20,500	13,400	14,100	14,800
4225	Other Contractual Services	238,750	251,000	250,000	540,000	-	-
4365	Payment to Taxing Bodies	-	-	-	-	110,000	110,000
	Sub-Total	**$257,511**	**$293,000**	**$284,500**	**$566,000**	**$136,700**	**$137,400**
COMMODITIES:							
4613	Postage	-	100	100	100	100	100
4680	Special Events	8,479	24,000	24,000	24,000	24,000	24,000
4700	Prospect Development	-	1,000	1,000	1,000	1,000	1,000
4714	Interfund Loan Interest	38,097	45,000	38,000	35,000	35,000	35,000
4720	Other Charges	-	10,000	-	-	-	-
	Sub-Total	**$46,576**	**$80,100**	**$63,100**	**$60,100**	**$60,100**	**$60,100**
CAPITAL OUTLAY:							
4801	Buildings/Grounds Improvements	88,754	205,300	234,800	30,000	-	-
4806	Other Capital Outlay	161,000	-	-	-	-	-
4809	Land	284,475	75,000	40,000	50,000	52,500	55,200
4813	Façade Program	21,169	75,000	48,100	75,000	60,000	60,000
4815	Streetscape Program	4,685	8,000	3,600	8,000	8,000	8,000
4816	Retail Grant Program	-	50,000	10,000	20,000	20,000	20,000
	Sub-Total	**560,083**	**413,300**	**336,500**	**183,000**	**140,500**	**143,200**
4900	Transfers Out	-	-	-	125,000	125,000	125,000
	Total	**$1,268,637**	**$1,326,400**	**$1,250,000**	**$1,521,700**	**$1,081,200**	**$1,117,600**

City of West Chicago

PUBLIC BENEFIT FUND
PROJECTED REVENUE

13-00		2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
371000	Interest	38,783	1,000	38,000	35,000	35,000
389000	Miscellaneous	6,653	0	0	0	0
390000	Transfers	0	0	0	125,000	125,000
	TOTAL	**$45,436**	**$1,000**	**$38,000**	**$160,000**	**$160,000**

-This Page Intentionally Left Blank-

City of West Chicago

PUBLIC BENEFIT FUND

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Operations	50,000	200,000	50,000	0	0
TOTAL	**$50,000**	**$200,000**	**$50,000**	**$0**	**$0**

PUBLIC BENEFIT FUND

Performance Report on FYE 2013 Major Program Objectives

The Directional/Wayfinding Sign Project is no longer viable as IDOT will not permit the types of signs included as part of the City's Signage Plan.

City of West Chicago

PUBLIC BENEFIT FUND

Description of Major Activities

This Fund holds the money obtained in the settlement with the Kerr-McGee Chemical Corporation (now Tronox). In 1998, the West Chicago City Council adopted a policy that provided for only using the accrued interest from this fund, in addition covering the costs for oversight of the Kerr-McGee clean up. To date, funding has only been allocated to five projects from this Fund: Sesquicentennial Park (up to $300,000); monument and wayfinding signage; loan to the TIF Fund for property acquisition; property acquisition and associated expenses for the government campus and along High Street; and storm sewer improvements related to the Kerr-McGee project.

FYE 2014 PROGRAM OBJECTIVES

There are no projects planned for 2014.

PUBLIC BENEFIT FUND

13-34-56

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CAPITAL OUTLAY:							
4801	Buildings/Grounds Improvements	-	150,000	-	-	-	-
4806	Other Capital Outlay	-	-	-	-	-	-
4809	Land	-	-	-	-	-	-
	Sub-Total	**$0**	**$150,000**	**$0**	**$0**	**$0**	**$0**
4900	Transfers Out	50,000	50,000	50,000	-	-	-
	Total	**$50,000**	**$200,000**	**$50,000**	**$0**	**$0**	**$0**

City of West Chicago

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND
PROJECTED REVENUE

15-00		2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
311100	Property Tax	29,167	30,000	17,200	20,000	25,000
371000	Interest	407	500	100	0	0
	TOTAL	**$29,574**	**$30,500**	**$17,300**	**$20,000**	**$25,000**

-This Page Intentionally Left Blank-

City of West Chicago

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Operations	173,877	75,000	7,800	20,000	20,000
TOTAL	**$173,887**	**$75,000**	**$7,800**	**$20,000**	**$20,000**

City of West Chicago

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND

Performance Report on FYE 2013 Major Program Objectives

The FY 2013 Oliver Square TIF Program Objective has been achieved with the opening of Old Time Pottery in the formerly vacant grocery space. Old Time Pottery, a housewares/home goods, opened in August 2013, after a renovation that took several months. Old Time Pottery is using the entire +/- 75,000 square foot space for retail sales area. This West Chicago location has the distinction of being the first retail location in the Chicago area for Old Time Pottery. The nearest stores are located in Rockford, Illinois, and Merrillville, Indiana.

City of West Chicago

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND

Description of Major Activities

TIF District funds are utilized to make improvements within the designated district that will revitalize the area and ultimately result in increased property values and a self-sustaining district. Specific activities conducted to accomplish revitalization include providing grants to improve the infrastructure of the district. Expenditures for promoting the district are also included in the TIF program, which includes marketing.

FYE 2014 Program Objectives

(1) Work with property owners on shopping center upgrades, including securing a lease for Hobby Lobby (or a replacement tenant) by December 2014.

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND

15-34-54

Expense Item		Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
CONTRACTUAL:							
4100 Legal Fees		33,887	50,000	6,800	-	-	-
	Sub-Total	**$33,887**	**$50,000**	**$6,800**	**$0**	**$0**	**$0**
CONTRACTUAL:							
4700 Prospect Development		140,000	25,000	1,000	20,000	20,000	20,000
	Sub-Total	**$140,000**	**$25,000**	**$1,000**	**$20,000**	**$20,000**	**$20,000**
	Total	**$173,887**	**$75,000**	**$7,800**	**$20,000**	**$20,000**	**$20,000**

City of West Chicago

COMMUTER PARKING
PROJECTED REVENUE

43-00		2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
334000	Daily Parking Fees	70,040	60,000	70,000	70,000	70,000
334500	Commuter Parking Cards	505	400	800	800	800
345600	Parking Permits	62,402	62,000	60,000	60,000	60,000
371000	Interest	2	100	0	0	0
389000	Miscellaneous	130	0	0	0	0
	TOTAL	**$133,079**	**$122,500**	**$130,800**	**$130,800**	**$130,800**

-This Page Intentionally Left Blank-

City of West Chicago

COMMUTER PARKING FUND

Financial Summary

Program	2012 Actual	2013 Budgeted	2013 Estimated	2014 Proposed	2015 Projected
Operation & Maintenance	112,320	117,300	63,000	233,100	94,900
TOTAL	**$112,320**	**$117,300**	**$63,000**	**$233,100**	**$94,900**

City of West Chicago

COMMUTER PARKING FUND

Performance Report on FYE 2013 Major Program Objectives

Landscape maintenance services around the commuter parking lots and METRA station were performed contractually in 2013. The grounds were maintained weekly from May through November, and included grass mowing, trimming, edging, trash and debris pickup, and weeding. In addition, all planting beds were mulched and all bushes were trimmed.

Exterior lower levels of the METRA station, which included all areas below the windows and doors, were painted by Facility Management staff in September 2013.

The nose of the stairs and railings at the METRA station were painted by Facilities Management staff in September 2013.

The City still has not received the final invoice, or the required final waivers of lien and certified payroll, from the landscape contractor (Alaniz Landscaping), so that amount ($27,000) is carried forward into 2014.

Landscaping around the METRA station was evaluated in 2013 and replacement will be scheduled and budgeted for in 2014.

City of West Chicago

COMMUTER PARKING FUND

Description of Major Activities

This program funds the maintenance of both commuter parking lots and the train station. Activities include snow removal, mowing and landscaping, trash removal, janitorial service and maintenance for the building, parking lots, and payment machines.

FYE 2014 Program Objectives

(1) Replace security cameras at METRA by November 2014.

(2) Evaluate parking lot and repair deficient areas of pavement, sealcoat, and stripe parking lot by November 2014.

(3) Replace window sills at METRA by November 2014.

(4) Evaluate landscape around METRA station and replace deficient areas by November 2014.

Ongoing Activity Measures	2012 Actual	2013 Estimated	2014 Proposed	2015 Projected
Mowing/Weeding of Grounds	24	30	30	30
Snow Removal/Salting	11	20	25	25
Trash Removal, Sweeping & Cleaning Station	150	150	150	150
Full Time Equivalent Positions	**0.25**	**0.25**	**0.25**	**0.25**

COMMUTER PARKING FUND
OPERATION & MAINTENANCE

43-34-76

	Expense Item	Actual 2012	Budgeted 2013	Estimated 2013	Proposed 2014	Projected 2015	Projected 2016
SALARY & WAGES:							
4020	Administrative - Salary	-	-	-	6,600	7,000	7,400
4027	Operational - Salary	18,013	15,300	14,100	10,700	11,300	11,900
4029	Overtime	1,128	3,000	1,000	1,500	1,500	1,500
4050	FICA & Medicare	1,466	1,400	1,200	1,500	1,600	1,600
4056	IMRF	2,467	2,500	2,100	2,600	2,700	2,900
	Sub-Total	**23,075**	**22,200**	**18,400**	**22,900**	**24,100**	**25,300**
CONTRACTUAL:							
4101	Audit Fees	1,170	1,400	1,400	1,600	1,700	1,800
4202	Telephone and Alarms	4,000	4,000	4,000	4,000	4,000	4,000
4204	Electric	18,843	20,000	20,000	20,000	20,000	20,000
4211	Printing and Binding	826	900	900	900	900	900
4216	Grounds Maintenance	6,662	9,000	4,700	5,200	5,400	5,600
4219	Contract Janitorial Service	3,461	3,600	3,600	3,800	4,000	4,200
4224	Other Contractual Services	25,019	25,000	6,000	25,000	25,000	25,000
4425	Hardware Maintenance	-	-	-	-	5,700	5,700
	Sub-Total	**$59,981**	**$63,900**	**$40,600**	**$60,500**	**$66,700**	**$67,200**
COMMODITIES:							
4613	Postage	1,035	1,200	1,000	1,100	1,100	1,100
4650	Miscellaneous Commodities	3,000	3,000	3,000	3,000	3,000	3,000
	Sub-Total	**$4,035**	**$4,200**	**$4,000**	**$4,100**	**$4,100**	**$4,100**
CAPITAL OUTLAY:							
4801	Building/Grounds Improvements	-	27,000	-	75,000	-	-
4806	Other Capital Outlay	-	-	-	70,600	-	-
4808	Depreciation	25,229	-	-	-	-	-
	Sub-Total	**$25,229**	**$27,000**	**$0**	**$145,600**	**$0**	**$0**
	Total	**$112,320**	**$117,300**	**$63,000**	**$233,100**	**$94,900**	**$96,600**